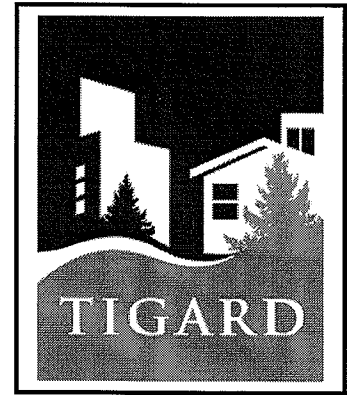




TIGARD CITY COUNCIL
MEETING

April 17, 2007 6:30 p.m.

TIGARD CITY HALL
13125 SW HALL BLVD
TIGARD, OR 97223



PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Citizen Communication items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are estimated; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. Business agenda items can be heard in any order after 7:30 p.m.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

A G E N D A

TIGARD CITY COUNCIL MEETING

6:30 PM

1. WORKSHOP MEETING
 - 1.1 Call to Order - City Council & Local Contract Review Board
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Council Communications & Liaison Reports
 - 1.5 Call to Council and Staff for Non-Agenda Items

2. REVIEW TREE BOARD INTERIM CHARGE STATEMENT REGARDING TREE PROTECTION AND URBAN FOREST ENHANCEMENT
 - ◆ Staff Report: Community Development Department
 - ◆ Council Discussion
 - ◆ Council Consideration: Direction to the Tree Board and staff regarding the interim charge statement to be considered by the City Council at a future meeting.

3. RECONSIDERATION OF PLANNING COMMISSIONERS' DUTIES TO SERVE AS LIAISONS TO OTHER BOARDS, COMMISSIONS, AND COMMITTEES
 - ◆ Staff Report: Community Development Department
 - ◆ Council Discussion
 - ◆ Council Consideration: Direction to Planning Commission and staff regarding proposed changes to the duties of the Planning Commission members.

4. RECEIVE UPDATE ON ENHANCED CITIZEN PARTICIPATION
 - ◆ Staff Report: Administration Department
 - ◆ Council Discussion
 - ◆ Council Consideration: Direction to staff on future plans continuing the program for enhanced citizen participation.

5. RECEIVE BRIEFING ON THE PROPOSED COMPREHENSIVE PLAN AMENDMENT TO UPDATE DOWNTOWN GOALS, POLICIES, AND ACTION MEASURES.
 - ◆ Staff Report: Community Development Department
 - ◆ Council Discussion
 - ◆ Future Council Consideration: Public Hearing before the City Council is scheduled for April 24, 2007

6. REVIEW PROPOSAL FROM THE WASHINGTON COUNTY COORDINATING COMMITTEE (WCCC) TO DEDICATE FUTURE REVENUE TO ARTERIALS AND COLLECTORS OF COUNTYWIDE SIGNIFICANCE
 - ◆ Staff Report: Community Development Department
 - ◆ Council Discussion
 - ◆ Council Consideration: Direct Mayor Dirksen, as the City's representative on the WCCC, regarding the City's position on the proposal.

7. REVIEW THE REALIGNMENT OF SW 175TH AVENUE
 - ◆ Staff Report: Community Development Department
 - ◆ Council Discussion
 - ◆ Council Consideration: Provide direction on whether the City should take a position regarding the realignment.

8. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

9. ADJOURNMENT

i:\adm\cathy\cca\2007\070417.doc

Agenda Item #

2

Meeting Date

April 17, 2007**COUNCIL AGENDA ITEM SUMMARY**

City Of Tigard, Oregon

Issue/Agenda Title Tree Board Interim Charge Statement -- Tree Protection and Urban Forest EnhancementPrepared By: Ron Bunch Dept Head Approval: TC City Mgr Approval: CP**ISSUE BEFORE THE COUNCIL**

Review and discuss ideas pertaining to an interim charge statement needed to enable the Tree Board to propose tree protection and urban forest enhancement measures for Tigard.

STAFF RECOMMENDATION

Staff recommends Council provide the Tree Board general direction, including key principles to consider in preparing an interim charge statement, for Council's future consideration. Council is requested to consider the work the Tree Board and Staff has done to-date on these matters (Attachments 2 and 3).

KEY FACTS AND INFORMATION SUMMARY

In November 2006, the Tree Board completed work requested by Council on Community Development Code tree protection and landscape standards, and presented its report to the Planning Commission. During the two years the Board worked on this task, the Planning Commission was also engaged in the update of the Comprehensive Plan. Consequently, instead of moving forward with the Board's proposal, the Planning Commission recommended the issue of tree protection and urban forest enhancement become part of the comprehensive planning process. The Planning Commission expressed the view that tree/urban forest issues need to be considered more broadly in terms of community goals and policies, regulations and programs.

At its January 2007 meeting, the Tree Board concurred with the Planning Commission's viewpoint and transmitted its recommendations to Council as to how to proceed. Attachment 1 is a memorandum to Council from Chair Janet Gillis, and members of the Tree Board, to this effect. This correspondence was part of Council's February 20, 2007 agenda packet.

At its February 20, 2007 meeting, Council considered and concurred with the Planning Commission's recommendation and tabled the Tree Board's recommended code amendments. Council's overall discussion was in general agreement with the Tree Board's memo. Council did note, however, that an effort to protect trees and improve Tigard's urban forest should involve the public and emphasize "balancing the rights of property owners and tree protection."

Discussion of interim charge statement concepts and ideas for Comprehensive Plan tree and vegetation goals, policies and action measures was scheduled for the Tree Board's March 7, 2007 regular meeting. A quorum was not present, but a very productive discussion occurred anyway. These matters, therefore, were rescheduled for the Board's April 4, 2007 meeting. The results of the April Tree Board meeting will be shared with Council at its April 17, 2007 workshop.

An "in-progress" interim charge statement, in outline/working document form, is provided as Attachment 2. Attachment 3 is a list of "in-progress" ideas for Comprehensive goals, policies, and action measures pertaining to trees and vegetation. The draft interim charge statement outlines reasons why a more comprehensive tree protection program is necessary, and also summarizes ways the task can be accomplished. In addition, the charge specifically addresses Council's previously expressed concerns. It lists the requirement for stakeholder and citizen involvement, as well as the need to have a "balanced" approach to property rights/tree protection/urban forest enhancement.

Before the Planning Commission and City Council can hold public hearings to adopt new tree protection codes and standards, Comprehensive Plan goals, policies, and action measures are needed as the legislative basis for these decisions. Please be aware the appended goals and policies are intended as a starting point for public discussion. If Council affirms the Tree Board's current approach to this matter, the interim charge statement will be completed and brought back in resolution format for approval at a regular Council business meeting. Comprehensive Plan goals, policies, and action measures will be further refined and scheduled for future Planning Commission work sessions and public hearings. Following the Planning Commission's recommendations, Council would hold public hearings.

OTHER ALTERNATIVES CONSIDERED

Council alternatives fall into the following three categories:

1. Affirm the Tree Board and Staff's current approach, as summarized in Chair Gillis' January, 2007 letter (Attachment 1), and as expressed in greater detail in the draft interim charge statement (Attachment 2);
2. Affirm the current approach, but direct major changes be made regarding reasons why the project is needed, and/or how the project shall be accomplished; or
3. Disallow the current approach, and direct the Tree Board and Staff to return with another proposal based on specific direction.

CITY COUNCIL GOALS

Goal 1: Comprehensive Plan: a) Update the blueprint for the City; b) Provide opportunities for public input; and
Goal 4: Improve Council communications with Tigard Citizens

ATTACHMENT LIST

Attachment 1: January 26, 2007 memorandum from Chair Janet Gillis and Members of the Tree Board
Attachment 2: "In progress" interim Tree Board charge statement
Attachment 3: "In progress" ideas for Comprehensive Plan tree and vegetation, goals, policies, and action measures.

FISCAL NOTES

Not Applicable

TO: Mayor Craig Dirkson and Members of the City Council

FROM: Chair Janet Gillis and Members of the Tree Board

DATE: January 26, 2007

RE: Planning Commission Recommendation on Tree Board Amendments to Tigard Municipal Code 18.745 Landscaping and Screening and 18.790 Tree Removal

As Council may know, I and other Tree Board members were distressed when the Planning Commission, at its December 11, 2006 meeting, recommended tabling our work on the Tree Code in favor of addressing the issue of tree protection as part of the Comprehensive Plan. At Council's direction, we had worked many months to come up with what we felt were solutions to significant code problems.

However, after talking to City staff, the Board sees the advantages of taking a "comprehensive" approach to the tree protection issue. Therefore at its January meeting the Board agreed it should support the Planning Commission's recommendation.

The Board also agreed that it would be willing to work on this matter. However, the Board's experience with the Tree Code imparted some important lessons. First is the recognition that amending the current tree code will do little to protect Tigard's tree resources. Cities that implement successful tree protection programs do so in a "comprehensive" way. These communities protect and enhance tree resources on public and private lands; in parks, open spaces, natural resource areas and in the public right-of-way. They combine a regulatory approach with active code enforcement, public education, incentives and urban forest management. Tigard on the other hand only seeks to regulate development's impact on trees through its land development code. Only when property is proposed for development does the code apply. More often than not developers choose to remove trees and pay compensation, fines and/or do mitigation planting elsewhere, rather than retaining trees.

Secondly, the Board also learned important process lessons. For example, if Council gives the Tree Board approval to take a comprehensive approach towards tree protection it will be important to have ongoing and knowledgeable staff support. Other considerations include developing a scope of work; schedule and milestones; ensuring opportunities for ongoing communication with the Planning Commission and Council; seeking input from Tigard's citizens and other stake holders, etc. The Board would be pleased to work with City staff to do this initial work.

It is important to stress that the Tree Board's official charge statement limits its focus to trees within the public right-of-way and on public lands. If Council wishes the Board to undertake this work its charge would have to be amended, at least temporarily until the project is completed.

At the Planning Commission's and Tree Board's recent meetings, concern was expressed about the loss of trees that may occur during the several months it will take to get new tree protection standards adopted. The Board recommends that Council ask staff to review the current Tree Code to determine if stop-gap measures could be adopted as an interim means to prevent needless tree removal. Perhaps the Tree Board's recently proposed code amendments would be of value in this regard.

The Tigard Tree Board would like to take the lead in producing a tree resources protection program that will be seriously considered for future adoption by Council.

Sincerely,



Janet Gillis, Chair
Tigard Tree Board

Copy: Members of the Tigard Tree Board,
 Planning Commission Chair Jodie Inman, and Members of the City
 Council
 Craig Prosser, City Manager
 Ron Bunch, Long Range Planning Manager

3-8-07 Draft – Charge Statement Outline

Ron Bunch Ext. 2427

TREE PROTECTION AND URBAN FOREST ENHANCEMENT PROJECT
Outline for Proposed Tree Board Mission Statement
Discussion Draft

Existing Mission Statement

Tree Board was established by Resolution 01 – 02 (January 23, 2001) to facilitate the City's application as Tree Board USA and encourage citizen involvement in the implementation of an Urban Forestry Plan

Council Resolution 01 – 02 (Adopted January 2001) States:

“The mission of the Tree Board is to develop and administer a comprehensive community tree management program for the maintenance, removal, replacement, and protection of trees on public property.”

Staff Commentary: In order for the Tree Board to take on a new mission that departs from the above, it is necessary for Council to adopt an interim mission statement. The following structure is proposed for the interim statement:

Introductory Statement for new mission statement

Principles stating why this task is necessary to be assigned to the Tree Board at this time:

- a. Urban development has resulted in loss of trees.
- b. Trees contribute to quality of life and environmental quality.
- c. Trees can enhance quality of built environment; **however, it is recognized that** urban density, unless well designed, causes loss of trees and private open space.
- d. An attractive community is a component of an economically prosperous community.
- e. Balance - The program needs to balance the unreasonable and unnecessary removal of trees, with the need for efficient use of valuable urban lands.
- f. Solid technical base is important for workable codes and standards.
- g. Tree protection and urban forestry provides civic engagement opportunities for citizens.

h. A healthy urban forest and its associated benefits require active management.

Proposed Interim Mission Statement

Principles to be incorporated into an interim mission statement to address the above may include the following:

For the purposes of developing a comprehensive city tree protection and urban forest enhancement program, the Tree Board shall have the following responsibilities in addition to those spelled out in its existing mission statement:

- a. Work with the Planning Commission to update the City's Comprehensive Plan by developing Comprehensive Plan background information (findings) and goals, policies and action measures pertaining to protection of trees and vegetation and their associated **contribution to the Community's quality of life** ~~environmental quality~~.
- b. The Tree Board shall recommend updated goals, policies, action measures, and background information to the Planning Commission. The Board shall participate in the Commission's joint work sessions to review/discuss the same. These amendments to the Comprehensive Plan are subject to Planning Commission public hearings and recommendation to the City Council
- c. Propose a tree protection program which may consist of municipal code and land use regulations to implement the above "Trees and Vegetation" Comprehensive Plan goals policies and action measures.
- d. All proposed municipal and Municipal Development Code amendments shall be subject to review by the City Attorney. Proposed land-use code changes shall be subject to public hearings and recommendation to Council by the Planning Commission. The Tree Board shall participate with the Commission in work sessions to review/discuss the same.
- e. The Tree Board shall review recommendations from staff to develop specific interim tree code standards intended to prevent egregious tree removal during the period it takes to develop the City's tree protection standards.

- f. The Tree Board shall participate in work sessions with the Planning Commission prior to the Commission's holding public hearings to recommend the interim standards to Council.
- g. The Tree Board, in consultation with the Planning Commission, shall develop and implement a public information and involvement program to hear public concerns and suggestions regarding tree protection and urban forestry enhancement in Tigard.
- h. In addition to the primary task, the Tree Board shall prepare a citizen involvement report as part of the record of its proceedings.
- i. The Tree Board shall keep minutes and audio recording of all meetings.
- j. Upon adoption of the Tree Protection Program the ~~interim standards shall be shall be repealed~~ **Tree Board's charge statement shall be reevaluated to address public issues associated with the urban forest and other natural resources as seen fit by the City Council**
- k. This charge shall be in effect for one year from approval by Council. Thereafter it will sunset, unless extended.
- l. Every three months the Tree Board shall forward a report of its progress to the City Council and Planning Commission. Initially, the Tree Board shall prepare a schedule and scope of work as the first step to implement this mission.

Staff Commentary: Following adoption of a new tree protection program, it may be appropriate for the Tree Board and Council to discuss whether the Tree Board should have an expanded role in helping the City manage trees and other natural resources.

Concepts
Background Statement and
Goals, Policies, and Action Measures

BACKGROUND*Statewide Planning Goal 2: Community Design - Trees and Other Vegetation***Vegetation and its Importance**

Trees and other types of vegetation are integral to the quality of Tigard's urban and natural environments. Vegetation is valuable for its aesthetic qualities and contribution to air and water quality, stormwater retention, and wildlife habitat. When appropriately used, vegetation moderates temperatures by providing shade and windbreaks. It is also essential for soil stability and erosion control. Native and ornamental vegetation is also essential to the quality of the city's parks and open spaces by providing a comfortable and aesthetic setting.

Much of the native vegetation in Tigard's Urban Services Area (TUSA) has been displaced, first by agriculture and logging, and more recently by urban development. Also, competition from introduced invasive species such as English ivy, reed canary grass, and Himalayan blackberries, has made it difficult for native plant communities to thrive. However, many areas of environmentally significant vegetation still remain within the TUSA. These natural resource sites include vegetation on steep slopes within stream corridors, and along the Columbia River and its sloughs and wetlands. Tigard also has many outstanding non-native trees and ornamental plant materials that date to when the community was a rural center for the outlying agricultural region.

Tree groves within Tigard's Urban Services Area include coniferous and mixed deciduous/coniferous stands of trees. The area's remaining forested areas and tree groves are located mostly on steep hillsides, in or near wetlands, and along the Tualatin River, streams, and floodplains. Tree groves are valuable for wildlife habitat, recreation, and aesthetic resources. Forested areas also contribute to air quality, provide wildlife habitat, shade, and stabilize steep slopes.

The Tigard area has both emergent wetlands, where grasses are the dominant plant community, and forested wetlands, which are dominated by trees and woody vegetation. Vegetation is essential for wetlands to perform the important natural functions of stormwater storage, improvement of water quality, erosion control, ground water recharge, and fish and wildlife habitat.

Stream corridors are located throughout the Tigard area. Vegetation within stream corridors lessens downstream flooding, and benefits water quality, by slowing runoff and preventing erosion. Also, stream corridors provide vegetated corridors necessary for wildlife habitat, including travel and nesting.

Landscaping and tree plantings on private and public property enhance the aesthetic character of Tigard and also provide other benefits such as shade, wildlife habitat, and buffering and screening between different types of land uses.

Efforts to Protect and Enhance Trees and Vegetation – Narrative to be Developed

Tigard's Community Development Code.

- Tree Code
- Wetlands
- Habitat Friendly Development Standards
- Floodplain, Steep Slopes
- Clean Water Services
- Landscape Standards
- Tree Board
- Reasons why the status quo needs to be changed.

GOAL, POLICIES AND ACTION MEASURES

GOAL

Protect and enhance the environmental and aesthetic contribution of trees and other vegetation.

POLICIES

1. The City shall establish regulations to protect and, when necessary, restore trees and other vegetation to support community aesthetics, maintenance and/or improvement of water quality, erosion control and stability of slopes and unstable soils.
2. The City shall condition development approval to require preservation of existing trees and mitigation of the consequences of tree/vegetation removal.
3. The City shall protect environmental quality and public safety by:
 - a. regulating removal of trees and other vegetation on steep slopes, within floodplains, natural resource (Goal 5) overlay areas; water quality resource areas and in tree groves and other forested areas.
 - b. instituting regulations and practices to prevent and immediately resolve hazards, such as falling limbs and trunks, and other dangerous conditions caused by tree removal such as blow-down, landslides, soil erosion, and altered hydrology.

4. The City shall require:
 - a. installation of trees and other landscaping with all development; including single family homes, residential subdivisions, major partitions, multi-family development, manufactured home parks, institutional, commercial, and industrial land uses.
 - b. tree types and other plant materials installed as conditions of development approval are appropriate for the site conditions in which they are planted to ensure development of viable landscapes and not adversely affect adjacent property owners
5. The City shall require tree planting and other landscaping within, and adjacent to, parking lots to provide shade, aesthetic enhancement, and buffering and screening of parking areas from dissimilar land uses.
6. The City shall require and enforce ongoing maintenance of natural vegetation and landscaping as conditions of development approval.
7. The City shall require compliance with its tree regulations and conditions of development approval, and shall establish and enforce regulations whenever necessary to preserve trees, ensure development occurs per City standards, and to deter vandalism and unauthorized removal of City trees.
8. The City shall protect trees and other vegetation when it designs and constructs public works projects. Mitigation of removed vegetation shall occur.
9. The City shall ensure its various codes, regulations and standards relating to landscaping, site development, tree protection and removal, are consistent with, and supportive of, one another.
10. The City shall ensure that its street design and land use standards provide ample room and building setbacks to allow for tree planting.
11. The City shall establish an ongoing street tree program to enhance Tigard's livability by improving the aesthetic and environmental quality of its streets and neighborhoods.

ACTION MEASURES

1. Work with other jurisdictions, agencies, property owners and environmental organizations to protect wetlands, stream corridors, riparian areas, upland tree groves and other significant vegetation, both within the City, and on lands designated for future urban growth.
2. Maintain and periodically update approved tree lists for specific applications and site conditions, such as street trees, parking lot trees, and trees for wetland and riparian

areas. These lists should allow flexibility to choose a wide variety of species that are proven suitable for local climate conditions and for specific uses and locations.

3. Protect and enhance the scenic quality of Tigard's trees and vegetation, such as along creeks and rivers, and as scenic backdrops on the City's buttes.
4. When necessary, apply conditions of development approval to assure ongoing maintenance of trees and other vegetation required as part of development approval.
5. Ensure coordination occurs between city and private utilities regarding actions that involve tree planting, protection, maintenance and removal.
6. Work with property owners to promote the preservation of large trees, tree groves, and historic individual trees, through the Significant Tree Program.
7. Ensure development actions comply with the City's landscape standards and tree protection ordinances.
8. Allow development to use planned development procedures to preserve tree groves and maintain natural open space.
9. Where possible, with all public street projects, require sufficient room within the right-of-way to plant street trees. Trees may be planted either within planter strips, or at the back of sidewalks. When adequate planting area cannot be provided, required street trees may then be planted on private property.
10. Evaluate streets that have inadequately sized planter strips to determine if street trees can be planted elsewhere in the right-of-way, or on private property.
11. Encourage preservation of significant tree groves and other natural resources through dedication of conservation easements, sale of development rights, and other voluntary actions including property donations.
12. Support efforts by community groups and neighborhoods to plant trees and undertake other projects, such as restoration of wetlands and stream corridors.
13. Develop and maintain an automated data system that tracks tree removals and the status of the City's tree canopy.
14. Utilize impartial consulting arborists as early as possible in the Development Review process to provide advice about how to properly address and resolve tree protection issues.
15. Develop information, and provide education, for the general public regarding tree maintenance and protection, tree planting, and the use of drought tolerant, low maintenance, landscaping.
16. Provide incentives to encourage developers to preserve trees and other significant vegetation.

17. Encourage the installation of landscapes that are low maintenance, drought tolerant, and require minimal chemical applications.
18. Prohibit, through the development review process, the use of nuisance and invasive plant materials, such as English Ivy. Otherwise, discourage the sale and propagation of these plant materials and encourage their removal.
19. Develop an Urban Forestry Management Master Plan and ultimately implement a citywide urban forestry management program.
20. Emphasize, where conditions allow, the planting of trees that will grow large, including long-lived evergreens and broad spreading deciduous varieties. Large trees are particularly important for their aesthetic and environmental contributions.
21. Develop tree-mitigation regulations / standards to guide the City in assessing fees or compelling compensatory action resulting from violation of its tree protection standards and / or conditions of development approval.
22. Allow flexibility in site design, particularly in parking lots, to allow tree planting in areas where survival will more likely occur, particularly for trees that achieve significant size. Trees are more likely to die in narrow interior parking lot strips.

Concepts Tree Board 1 goals, policies action measures

Agenda Item #
Meeting Date

3
April 17, 2007

COUNCIL AGENDA ITEM SUMMARY
City Of Tigard, Oregon

Issue/Agenda Title Reconsideration of Planning Commissioners Duties to Serve as Liaisons to Other Boards, Commissions, and Committees

Prepared By: Ron Bunch / Phil Nachbar

Dept Head Approval:

TC
cw

City Mgr Approval:

cl

ISSUE BEFORE THE COUNCIL

There are two related issues. Shall the City Council suspend the mandatory practice of having Planning Commission members serve as liaisons to other City boards, commissions, and committees? Shall the City Council modify the CCAC bylaws to replace the Planning Commission position with a Tigard resident with expertise in real estate development, urban planning or design, or affordable housing?

STAFF RECOMMENDATION

Staff recommends that Council not require Planning Commission members, as a condition of service, to serve as liaisons to other City boards, commissions, and committees. This recommendation does not prevent voluntary membership of Planning Commissioners on other boards, commissions, and committees. Staff also recommends that the CCAC bylaws be modified to replace the Planning Commission position with a Tigard resident with expertise in real estate development, urban planning or design, or affordable housing.

It is further recommended that Council direct other means be used to ensure communication/coordination between the City's advisory groups. One option would be to charge staff with this responsibility.

If Council accepts staff's recommendation, it will be necessary to amend the bylaws of some City commissions, boards, or committees to delete the requirement that Planning Commission members fill a certain number of positions.

KEY FACTS AND INFORMATION SUMMARY

It has been a practice for the last several years that Planning Commission members also serve on several other City boards, commissions, and committees. Currently, these include the Committee for Citizen Involvement (CCI), City Center Advisory Commission (CCAC), Tree Board, Parks and Recreation Board (PRB), and Transportation Financial Strategies Task Force (TFSTF). In addition, the Planning Commission is often tapped to provide members for ad-hoc City committees such as the Highway 99W and Fanno Creek Park Citizen Advisory Committees.

Several Planning Commission members have expressed that these additional duties have become burdensome in view of their workload. At least two members, who recently resigned, cited these extra duties as among the reasons they could no longer serve. The Commission also noted at their joint meeting with the City Council on February 20, that this impact has become more significant during the past year, as the Commission, in addition to its quasi-judicial duties, has worked on the Comprehensive Plan and Downtown land use and design planning.

The Commission's workload will increase in the near future as efforts intensify to complete these major projects, and to develop a new tree protection and urban forest enhancement program. Further in the future, after the Comprehensive Plan is adopted by Council, the Commission's workload is not expected to decrease. This is because the Commission will need to work to implement the Comprehensive Plan. This will require major tasks, such as updating the Tigard Community Development Code (TCDC) and specific area plans, to be consistent with the updated Comprehensive Plan.

At its February 21 meeting, the CCAC raised the concern that it does not seem practical, considering the workload of the Planning Commission, to assign a member to the CCAC as well. Recently Jeremy Vermilyea, a Planning Commission member, was appointed to the CCAC, and then resigned due to the time commitment. The CCAC understands the importance of having the Planning Commission informed on issues pertaining to the Downtown, but believes there are other means of maintaining open communications. Members of either group can attend the other's meetings or form joint subcommittees, as is currently being done with regard to new land use regulations for Downtown.

The CCAC recommended at the February meeting that the compositional requirement in the CCAC bylaws for the Planning Commission representation be eliminated. In its place, the CCAC recommends the position be filled with a Tigard resident with expertise in real estate development, urban planning, design, or affordable housing.

It appears there was no specific action, such as a resolution, that requires the Commission's liaison duties. Liaison responsibilities are not listed in the Commission's own "Bylaws and Rules of Procedure." However, some individual Boards and Commissions, such as the Tree Board and the CCAC, state that membership of at least one Planning Commissioner is required.

OTHER ALTERNATIVES CONSIDERED

No other options were considered.

CITY COUNCIL GOALS

Goal 1: Comprehensive Plan: a) Update the blueprint for the City.

Goal 2: Continue to Support Implementation of the Downtown Plan

Relieving Planning Commission members from liaison duties would enable them to focus on completing the Comprehensive Plan and land use/design planning for the downtown.

ATTACHMENT LIST

N/A

FISCAL NOTES

N/A

COUNCIL AGENDA ITEM SUMMARY
City Of Tigard, Oregon

Issue/Agenda Title: Enhanced Citizen Participation Update

Prepared By: Liz Newton  Dept Head Okay CP City Mgr Okay CP

ISSUE BEFORE THE COUNCIL AND KEY FACTS

Review the status on activities underway to enhance citizen participation. Review information on the proposed neighborhood program and provide feedback to staff.

STAFF RECOMMENDATION

Provide input on the proposed neighborhood program and comment on other citizen participation.

KEY FACTS AND INFORMATION SUMMARY

One of the 2007 City Council Goals is to "Improve Council/Citizen Communications" by:

Completing the City Active Neighborhood (CAN) Program

- ✓ Staff continues to work on development of the Enhanced Neighborhood Program, involving residents of the pilot areas who have expressed an interest in participating as well as the Committee for Citizen Involvement (CCI). The purpose of the Enhanced Neighborhood Program is to involve citizens as partners in addressing their neighborhood issues as early as possible, and to facilitate neighborhood-level input on broader community issues.

Communication resources are being developed to assist citizens in gaining information and education through individual neighborhood web pages, cityscape and training opportunities. A presentation on Neighborhood Program Webpage Design was given to the Committee for Citizen Involvement on February 21, 2007 (minutes attached) to collect comments on content of each webpage. Another visit to this committee took place on March 21, 2007 (*Draft* minutes attached) to report progress and solicit advice on developing neighborhood steering committees. Members of the CCI recommended steering committees govern each neighborhood. Instead of trying to recruit new volunteers for these committees, efforts will be made to engage residents who already volunteer in some capacity for the City – i.e. Neighborhood Watch members, Community Connectors, or CERT trained volunteers.

Staff is scheduled to attend two PSO meetings (Templeton and Metzger) on the 10th of April to discuss the Neighborhood Program as well as Comprehensive Plan Open Houses on April 18 and 21 to provide information about the program.

- ✓ Liz will email the City-produced Neighborhood Program website content to Area 1, which has is a very active Neighborhood Watch program, and to Community Connectors in Areas 4 and 8. The pilot neighborhood webpage is set for roll-out in April.

- ✓ CRIME Spotter, a map-based tool for general information about criminal activity within the City which provides a visual representation of where crime has occurred using a 12-month database of crimes created specifically for use on the web will be launched successfully to the public on April 1, 2007.

Citizen comment card at City Hall/Council meetings

- ✓ At the October 17, 2006 work session, staff reported on development of a Citizens Comment Card suggested by Councilor Harding at the September 26, 2006 Council meeting. Staff took Council feedback from that meeting and integrated comments into a format approved by Council members. A copy of the comment card is attached and is currently at the printer. It will be available for distribution as soon as mid-April.

Boards & Commissions

- ✓ Council met on January 23, 2007 to discuss liaison appointments to each Board and Commission. Resolution No. 07-05 was passed which assigned each member of Council to a Board or Committee. Council will periodically sit in on meetings, but not have a voting role.

Staff

- ✓ Council members attended the March 14 and March 16 All Employee meetings as part of their efforts to get involved with staff.

OTHER ALTERNATIVES CONSIDERED

None

COUNCIL GOALS AND TIGARD BEYOND TOMORROW VISION STATEMENT

2007 City Council Goal # 4

"Improve Council/Citizen Communications"

- a. Complete the City Active Neighborhood (CAN) Program
- b. Citizen comment card at City Hall/Council meetings
- c. Boards & Commissions
 1. Develop a regular training program for new members
 2. Develop a tracking system for Board & Commission recommendations
 3. Appoint Council liaisons to each Board and Commission - Periodically sit in on meetings
 4. Recognize & develop Boards & Commissions as sources for future Council candidates
 5. Staff
 1. Periodically attend staff meetings

Tigard Beyond Tomorrow Goals - Community Character and Quality of Life:

Communication

- # 1) The City will maximize accessibility to information in a variety of formats, providing opportunities for input on community issues and effective two-way communication.
- # 2) City policy makers shall facilitate two-way communication by providing timely information and responding to concerns raised.

ATTACHMENT LIST

1. Committee for Citizen Involvement Minutes - February 21, 2007
2. Committee for Citizen Involvement Minutes - March 21, 2007 (*DRAFT*)
3. Citizen Comment Card

FISCAL NOTES

N/A

Meeting Minutes, 2/21/07

Committee for Citizen Involvement

CCI Members Present: Chairman Basil Christopher, Rex Caffall, Sue Carver, Stacie Yost, Cecilia K. Nguyen, Bev Froude

CCI Members Absent: Brian Kelly, Rick Parker

Staff Present: Marissa Daniels, Duane Roberts, Liz Newton, Beth St. Amand

1. Welcome and Introductions

Committee Chair Basil Christopher called the meeting to order at 7:00 PM.

2. Approval of Minutes

Basil asked committee members to forward any November meeting minute emendations directly to Duane. *[None received]*

3. Neighborhood Program Update: Webpage Design Options

Liz introduced this item. She showed slides of a mock or sample neighborhood webpage of the kind that will be used in the Neighborhood Program. The basic format of the webpage can be customized to taste. City-produced content will be available, but the extent of its use will be optional. The technology will be user friendly. Volunteers will do the postings. The webmaster could be a student. The pages may include an on-line or interactive feature.

Basil commented that each webpage should list contact information along with City staff contact information in regard to development applications affecting the neighborhood. Bev noted that webpage space for neighborhood-specific news is important. Liz mentioned that other content ideas include a photo-gallery featuring, for example, a "nice" yard or a neighborhood event as well as links to fire district and city webpages.

Basil clarified that each neighborhood webpage would have access to the same format and information, such as crime and city maps, but could have a different layout or look. He asked if the various Neighborhood webpages would be tied to the City server. Liz indicated that they would not be so tied. One reason for this decoupling is that it will allow each neighborhood group to manage and make changes to its own webpage.

Rex asked about hackers and inappropriate content. Liz responded that the City would monitor the webpages for this and other problems.

information on the plans that have been developed for the Downtown, Triangle, and Washington Square areas.

The private consulting firm Cogan, Owens, and Cogan has been hired to review and augment the Comprehensive Plan public involvement program. Kirstine Green of the firm will be the project manager. The outreach effort will build on the work of the Visioning Task Force. An attempt will be made to involve the whole community.

Presently, the consultants are working on the project logo and critiquing the public involvement program. Once this structure is in place, outreach will begin. They will also provide suggestions for policies and goals for citizen involvement. The City branding work already completed will be folded into this work effort. Public involvement handouts are due by spring. They will include handouts tailored to particular interest groups. Two city-wide open houses are planned. April is the target date for the first one.

Basil noted that local citizens need to at least understand what the comp plan represents, even if they don't have input. Bev stated that the consultants need to explain how it relates to people's everyday lives.

Beth mentioned the heavy work load imposed on the Planning Commission as the group is officially managing the development of the comprehensive plan. This load has taken its toll in terms of recent Planning Commission turnover. She also brought up the topic of youth and minority outreach and of efforts to engage these citizens. Basil commented on the housing and economy elements as benefiting from youth and minority group input. He mentioned multicultural resource centers, churches and non-profits as groups to contact in undertaking outreach activities.

Beth pointed to the Riverkeepers and churches as potential contacts. Churches have not been involved in previous local governmental outreach efforts because of the tradition of church-state separation. Utility billings and Cityscape mailing are print opportunities to get the word out. Bev mentioned the need to address the annexation issue.

Marissa will compile a list of groups to be contacted. Basil asked for a copy of the completed list. *[This subsequently was mailed to Basil, as requested].*

Basil asked about the deadline for public input. Beth responded that the public comment periods have not been set as yet. The public involvement process will include the laying out of specific comment periods for different sections of the plan. These periods will be well publicized.

Basil asked Beth to advise Nancy, the City's current webmaster, to view Beaverton's webpage, which he believes is well-designed. *(Nancy was so informed).*

Duane said the library has the capability of making public address announcements to library patrons. He'd noticed this at the Multicultural Festival, and felt this was a great way to draw in more people.

Overall, Bev felt it was a good workshop, with lots of relevant information. Rex asked if the Police Department would be willing to stage the event again. Basil suggested the need for more promotion next time. Duane thought, in the future, the committee and staff could volunteer to help publicize the event. Basil recommended that a list of who to contact be developed and given to the Police Department; Duane felt it better to offer assistance instead.

Bev felt this event was relevant to the entire community, not just parents of school-aged children. Perhaps next time more advertising could be done in order to reach a broader audience.

Bev believed a handout listing all of the drugs would have been helpful in engaging the audience in the presentations.

Basil suggested, and the committee agreed, to continue the discussion at the next meeting.

6. Joint Meeting with Council Debriefing

Basil, Bev, Rex, and Duane attended the annual joint meeting with City Council. Duane put together an annual report for the committee. Duane noted there was lots of informed dialogue at the joint meeting. Council particularly took an interest in Trish's idea to hold a community open house/ volunteer fair. The Council suggested this event be held during Family Week. All CCI members in attendance thought Council gave good feedback and had lots of suggestions for the open house.

One of the Council's goals is to be more involved in boards and committees. As a result, each board and committee has been assigned a Council liaison. The liaison appointed to the CCI is the Mayor. He was unable to attend this meeting, but will try to attend the next meeting and periodically after that.

Bev explained they were also able to talk to Council about communication with City residents.

7. Other Business / Announcements / Next Agenda

Duane took a moment to recognize two awards recently won by the City. The first award was for the City website, which is among the best in the nation for cities with a population under 50,000. This recognition came from the International Civic

Basil considered the possibility of an extended two hour meeting to fit everything in. Beth will check with the consultant and find out how much time is needed at the next meeting to discuss Comprehensive Plan public involvement. The Group decided to let Basil use his discretion as to the amount of time necessary for the meeting.

Bev felt that the Comprehensive Plan is a top priority, so the meeting should be scheduled to allow for any additional time the consultant may need. In order to avoid inviting someone to the meeting and not having enough time for discussion, Bev suggested the committee brainstorm questions for the Oregonian representative and then invite her to attend the following meeting in April.

Basil asked Marissa to forward her list of community events and organizations to him. She explained that it is a working list but she would be more than happy to do so upon its completion.

Bev mentioned that the Tigard Times was once owned by a man who lives on Bull Mountain and is active in community affairs. She suggested contacting him about his interest in getting involved with the CCI.

Meeting adjourned by Chairman Basil Christopher at 8:45 PM.

DRAFT

Meeting Minutes, 3/21/07

Committee for Citizen Involvement

CCI Members Present: Bev Froude, Sue Carver, Karen Levear (substituting for Brian Kelly)

CCI Members Absent: Basil Christopher, Brian Kelly, Rick Parker, Stacie Yost

Staff Present: Ron Bunch, Marissa Daniels, Liz Newton, Duane Robert, Darren Wyss,

Guest Present: Kirstin Greene

1. Welcome and Introductions

In the absence of the chair and vice-chair, Duane called the meeting to order at 7:05 PM.

2. Approval of Minutes

Duane mentioned that during an earlier telephone conversation, Basil had indicated a desire to make a change in the February 2007 meeting minutes, but did not specify what this proposed change might be. No one present proposed any meeting minute changes. [Adoption of the February minutes will be carried over to the April meeting].

3. Comprehensive Plan Public Involvement

Ron introduced this item. He began by distributing a series of handouts and by reviewing the citizen involvement requirements of the statewide land use program. He commented on the CCI's role in monitoring citizen involvement efforts and in providing feedback on the comprehensive plan citizen involvement program. He highlighted two key points about the comprehensive plan update process. These include (1.) its recognition of "Tigard Beyond Tomorrow" vision efforts as important and as informing the comprehensive plan update, and (2.) the voluntary effort undertaken to simultaneously meet a variety of Metro and State standards. Another goal is to meet the needs of Tigard stakeholders.

The City's role in the update effort is (1) coordinating the framework or focus of the effort, (2) communication, or developing effective ways to deliver information, and (3) facilitation, or gathering input in a variety of focus areas. The comprehensive plan ensures the City provides the levels of service that meets the needs of the community. Opportunities for participation in the land use program are described in one of the handouts and are based on a two-way communication loop.

The update effort currently is the "policy phase." This includes the development of goals, policies, and action measures. Goals and policies are laws enumerated in the comprehensive plan. Goals, policies, and action measures identify the intent of the

city to accomplish certain results. Goals are the most general; policies and action measures are the most specific. A goal is "a general statement indicating the desired end or direction the city will follow to achieve that end." A policy is "a statement identifying Tigard's position and a definitive course of action." Each goal is supported by policies. Action measures are ideas to implement policies and are programmatic. An example is "keeping the public informed by using a range of media." Put another way, action measures are ways to implement policies.

Statewide Goal 1 relates to citizen involvement. Compliance with this goal requires the use of a committee to monitor, coordinate, and provide feedback on community participation. If it consents, this is a role the CCI could play in the City's update program. It could serve as the forum for public involvement and the monitor of the two-way communication loop.

Bev commented that she is glad the comprehensive plan citizen involvement program is well defined.

Ron asked the group if it wished to take a lead role in monitoring the comprehensive plan public involvement effort. Sue commented that the launching a comprehensive plan public involvement program is a "giant step forward". Kirstin noted that under the Goal 1 aspect of the comprehensive plan update, the CCI would serve as the official contact for the process used to develop goals, policies, and action measures. The focus of citizen involvement is any issue or concern. She asked the group if there were any "process" or contact in the community that should be included in outreach planning. The CCI would help in identifying focus groups for public involvement. At the end of the process, a citizen involvement report, consisting of outreach materials and activity summaries, will document all the efforts used to involve the community.

Bev mentioned that the Library on Saturday provides an important outreach opportunity. Karen pointed out that Library foot traffic is highest on Sundays. The library is open from 1-5 PM that day.

Kirstin commented that part of the challenge is how to craft messages that resonate with people. Engaging a broad section of people is the goal. One strategy is building a cadre of people to stay with and help the City to implement the adopted comprehensive plan.

Karen indicated an obstacle to involvement is that Tigard is a suburban community, with many residents who have lived here for only a short time. Sue added that the average length of residence in Tigard is five years. This reflects the high mobility of the population.

Kristin concurred that this circumstance makes it challenging to make the

comprehensive plan relevant and engaging to the public.

Bev stated that it is important to communicate why the comprehensive plan is important to the future of one's own neighborhood.

Marissa outlined the list of Tigard-based organizations she had identified for outreach activities. This list includes some 100 organizations. She commented that some groups will be more interested in some topics than others. The outreach is designed to collect comments on and shape comprehensive plan goals, policies, and action measures.

Bev mentioned that many fraternal organizations include a large number of members who live outside Tigard. She stated homeowners associations and the two CPOs that cover portions of Tigard should be added to the outreach list, adding that the homeowners groups are difficult to keep track of.

Kirstin stated the more places, the more hits the better in conducting outreach. She is putting together a public involvement strategy memo. Recommendations will include a speaker's bureau, with training for volunteer speakers.

Ron mentioned Eagle Scouts could be used to hand out information door to door. High school students could be a target audience for talks on local government. Beverly mentioned a government class offered at Tigard High as a suitable candidate. Also, local minority groups should be a target audience.

Karen pointed out that local TV stations have interns who work on projects, including putting together public information programs for broadcast. Liz added that the local cable broadcaster, TVTV, has a cadre of students who are available for this kind of work. Ron identified announcements in church newsletters as another way of getting the word out. Cable TV bulletin boards or streaming announcements is another outlet.

Kirstin asked the group if it had an interest in acting as a sounding board for Goal 1. She added that there are no rules or regulations regarding how public involvement should be carried out. She encouraged the group to "make it [the comprehensive plan public involvement program] your own." The public involvement report generated through the program will be a lasting document.

Bev emphasized the importance of including Vision Task Force members in the outreach effort.

Ron asked the group to contact him with any questions about the public involvement component and to contact Duane or Marissa regarding any other specific involvement ideas or strategies for getting the right people to the table. He requested

that the CCI members not present be provided with copies of the handouts. [*These were e-mailed the next day to all members not in attendance*]. The CCI's on-going role would be to keep an eye on all aspects of the public involvement and the participatory component of the process.

4. Neighborhood Program Update

Liz informed the group of several new developments related to the Neighborhood Program that had occurred in the month since she had last spoken to the CCI. First, the pilot website is set for roll-out in April. She is scheduled to attend two PSO meetings (Templeton and Metzger) on the 10th of April to discuss the Neighborhood Program. She also will attend the Comprehensive Plan open houses on the 18th and the 21st of April to provide information about the program. In addition to the three program pilot neighborhoods, Liz will email the City-produced Neighborhood Program website content to Area 1, which has a very active Neighborhood Watch program, and to Community Connectors in Areas 4 and 8.

Liz noted that the chair of the Summerlake Home Owners Association (HOA) asked for links to other HOA's on the neighborhood web pages.

Liz expressed that she would like to come back to the April CCI meeting to discuss a proposed website agreement between the City and neighborhood groups. She anticipates the agreement to consist of a single page of guidelines for website use; for example, no commercials will be allowed on the neighborhood web pages.

At the next CCI meeting, Liz also would like the committee's advice on how to develop neighborhood steering committees. Instead of trying to recruit new volunteers for these committees, Liz suggests the use of residents who already volunteer in some capacity for the City. For example, neighborhood committees could be made up of Neighborhood Watch members, Community Connectors, or CERT trained volunteers. She noted that the committee would not be meeting-intensive.

Liz noted that she would like to see students involved in the program. She is exploring the possibility of school credit for students who manage a neighborhood website. A high school student currently maintains the Youth Advisory Committee website, and he is doing a great job.

With regard to content, the City will provide links and material for posting on the web pages, but it will be up to the individual neighborhoods to decide on the content they wish to use. Participating neighborhoods will have the opportunity to take ownership of and customize their websites.

Bev asked Liz if the City will be responsible for putting together the first websites. Liz responded that prior to their release, Nancy Lof will train neighborhood volunteers, who will customize each website. She said the City will monitor the pages, but will not manage or dictate the content of the pages. She sees Crime Spotter and land use information as subjects that will be of interest Citywide. She hopes that making this information readily available via the neighborhood web pages will empower neighbors to take action.

Bev also asked how the new websites will be advertised. Liz replied that she has funding to send out a postcard to every resident in a neighborhood area as the website for their particular neighborhood is rolled out.

Responding to a question from Bev, Liz clarified that the webpage format will be provided by the City, but that the individual neighborhood organizations will select and develop their own content. As an example of how this will work, Area 1 which has lots of active HOA's who have expressed a desire to be able to link to other HOA's. Older areas in Tigard do not have as many HOA's and therefore their websites will not have this feature. Bev agreed it is a good idea to start with small and simple to ensure the websites are not overwhelming. She also pointed out that the needs and wants of neighborhoods will shift over time.

Liz restated that the neighborhoods will be able to weigh in on content and change their own webpage as they see fit. For example, in the fall, neighborhoods could host an annual meeting to discuss the Community Investment Program, or provide feedback online. The websites could also feature alerts that are neighborhood-specific; for example, on road closures or garbage pick-up schedule changes.

Neighborhoods also could showcase their Neighborhood Watch program, complete a neighborhood beautification project, host an annual picnic, or take part in National Night Out. Neighborhoods may be able to receive funding from the City to help implement some of these programs. Unlike being involved in the Planning Commission, for example, which she defined as a form of structured involvement, Liz hopes the websites will provide grassroots empowerment within Tigard's neighborhoods.

Bev suggested the Neighborhood Program be used for Comprehensive Plan Feedback.

Liz mentioned there will be a link to the City's webpage from each of the neighborhood pages. It is Liz's goal that when Tigard residents come home from work and sit down to check their e-mail, they will check the neighborhood webpage first. She would like to ensure the websites are user-friendly and up to date.

Bev suggested that if for any reason using volunteers to maintain the neighborhood

websites is not efficacious, maybe City staff can fill this role. Liz reported that she has had positive feedback from the school district about providing school credit for students who maintain a neighborhood page for one year. There are 12 designated neighborhoods in Tigard. Liz does not anticipate any difficulty in recruiting 12 volunteers to maintain the sites. Liz strong feels the sites are something that should be maintained by citizens, for citizens.

5. Other Business / Announcements / Next Agenda

Agenda Item suggestions for April include:

- Comprehensive Plan Public Involvement,
- CCI Bylaws and Membership,
- Oregonian Reporter,
- Volunteer Fair,
- Town Hall with elected officials.

Liz stated that she would like to return to the CCI next month to get ideas and agreement on the format and content of the neighborhood program webpages and to get feedback on the proposed City-Neighborhood agreements. She asked to be scheduled last on the agenda.

Bev and Sue both expressed that they would like to discuss the Comprehensive Plan public involvement plan with other CCI members at the next meeting.

Duane brought up the Committee's recent declining membership and the need for bylaws. Currently, the CCI is missing representatives from the Tree Board, Budget Committee, and the Parks and Recreation Advisory Board. Duane asked the committee if they at-large members. If so, there is a process through Council to appoint at-large members.

The Oregonian reporter has been geared up to come to a CCI meeting. Bev suggested, instead, the Committee consider doing a communications thing and inviting Steve Clark from Community Newspapers as well. Duane asked the Committee what they would like to discuss at such a meeting. Bev indicated that community information should be a priority.

Although he had to miss the meeting, Basil asked Duane to check with the group regarding the idea of holding a volunteer fair. The fair would provide residents an opportunity to ask board and committee members questions about their respective groups, and it would give staff an opportunity to advertise specific volunteer positions. Basil is wondering if this is something the committee would like to hold in the near future.

Bev stated the volunteer fair is a great idea, but with other things coming up (i.e. the Comprehensive Plan Update and the Neighborhood Program) she suggested that it not be discussed at the next meeting. Both Bev and Sue feel timing is an issue. According to Duane, Bob Roth, the City volunteer coordinator, suggested the volunteer fair piggyback on another event.

In the past committee members had expressed an interest in inviting Senator Ron Wyden, Congressman David Wu, and Representative Larry Galizio for a town hall in Tigard. Bev asked the committee what the desired outcome of hosting a town hall would be. Duane responded that Basil thought hosting a town hall would help get Tigard and its interests on the elected officials radar and also give residents an opportunity to ask their representatives questions.

Sue remembered receiving a phone call about two months ago in connection with a similar event. Bev suggested the timing of the town hall be coordinated with another event, for example, the opening of Commuter Rail. She feels the conversation needs to have direction and not be so open-ended. Sue feels this idea is not as timely as the other business on the table. Bev repeated that the Comprehensive Plan should be the top priority.

Duane announced that the annual volunteer recognition will be held April 24th. Duane took a picture of the group to be used at this event. He also pointed out that the April CCI meeting is set for the same night as the first comp plan open house. The group discussed changing the April CCI meeting to Thursday the 19th.

Meeting adjourned by Duane Roberts at 8:35 PM.

CITY OF TIGARD



Citizen Comment Card

CITY OF TIGARD
CUSTOMER SERVICE CENTER
13125 SW HALL BLVD.
TIGARD, OR 97223

*First Class
Postage
Required*



Tell Us How We're Doing

City of Tigard

13125 SW Hall Blvd., Tigard, OR 97223 Ph: 503-639-4171 www.tigard-or.gov

What are we doing right? What are we doing wrong? How can we better serve you in the future?

SHARE YOUR COMMENTS WITH US:

TELL US ABOUT YOUR VISIT:

Date, time and location of your visit: _____

Who helped you? _____

Did you get what you needed? ☐ Yes ☐ No

How would you rate our service?

☐ Excellent ☐ Satisfactory ☐ Needs Improvement

MAY WE CONTACT YOU?

Name: _____

Phone: _____

Best time to reach you? _____

Agenda Item #
Meeting Date

5
April 17, 2007

COUNCIL AGENDA ITEM SUMMARY
City Of Tigard, Oregon

Issue/Agenda Title Workshop Prior to Public Hearing for Comprehensive Plan Amendment to Update Downtown Goals, Policies, and Action Measures

Prepared By: Sean Farrelly Dept Head Approval: TC City Mgr Approval: CR

ISSUE BEFORE THE COUNCIL

Review Planning Commission's recommendation of Comprehensive Plan Amendment to Update Downtown Goals, Policies, and Action Measures.

STAFF RECOMMENDATION

Receive a briefing on the Comprehensive Plan Amendment to Update Downtown Goals, Policies, and Action Measures prior to the public hearing on April 24, 2007.

KEY FACTS AND INFORMATION SUMMARY

The proposed Comprehensive Plan Amendment would update the Downtown chapter's Goals, Policies, and Action Measures. It would provide the legislative foundation to make future changes in the Downtown Land Use program, such as new zoning and design regulations. Most of the content of the Amendment was taken directly from the Tigard Downtown Improvement Plan.

On March 19, 2007 a public hearing on the proposed code amendment was held before the Planning Commission. Public testimony was given by a number of citizens. (Staff has responded to this testimony in the attached memo dated March 29, 2007.) The Planning Commission recommended making a minor change in the wording of one Action Measure and voted unanimously to recommend approval of the Development Code Amendment.

OTHER ALTERNATIVES CONSIDERED

Not applicable.

CITY COUNCIL GOALS

Goal 2: "Continue to Support Implementation of the Downtown Plan."

ATTACHMENT LIST

Attachment 1: Memo to Council dated March 26, 2007, summarizing proposed Comprehensive Plan changes.
Attachment 2: Memo to Council dated March 29, 2007, responding to comments made at the Planning Commission public hearing.

Attachment 3: Staff Report to the Planning Commission
Attachment 4: Proposed Comprehensive Plan changes (with strike-throughs)

FISCAL NOTES

Not Applicable



MEMORANDUM

TO: Tigard City Council

FROM: Sean Farrelly, Associate Planner

RE: Proposed Downtown Goals, Policies, and Action Measures
Comprehensive Plan Amendment (CPA-2006-00002)

DATE: March 26, 2007

The purpose of this memo is to inform the City Council of the proposed Comprehensive Plan Amendment (CPA-2006-00002) which updates the Downtown Goals, Policies, and Action Measures prior to the Council's April 17th work session and April 24th public hearing.

At the public hearing on March 19th, 2007, the Planning Commission voted unanimously to recommend approval of the proposed amendment (with one minor modification.)

Background:

Relationship to Comprehensive Plan Update

City staff is currently engaged in updating Tigard's Comprehensive Plan in its entirety. The proposed Comprehensive Plan Amendment to Update Downtown Goals, Policies, and Action Measures is a precursor to the format of the rest of the Comprehensive Plan update. Although it will be amending the current code, this amendment will reflect the format of the updated code, which will be made up of Findings, Goals, Policies, and Action Measures.

Tigard Downtown Improvement Plan

The Tigard Downtown Improvement Plan was the result of an extensive citizen involvement process. It was accepted by the Council in September, 2005. Its goal is to create "a vibrant and active urban village at the heart of the community that is pedestrian oriented, accessible by many modes of transportation, recognizes and uses natural resources as an asset, and features a combination of uses that enable people to live, work, play and shop in an environment that is uniquely Tigard."

What Does the Comprehensive Plan Amendment Propose?

The proposed Goals, Policies, and Action Measures will be the legislative foundation for future changes in the Downtown Land Use program, such as new zoning and design regulations. Most of the content of the Amendment was taken directly from the Tigard Downtown Improvement Plan.

Public Hearing Comments and Responses

At the public hearing, a number of individuals testified. Please refer to the attached response to the issues of Mike Stevenson and John Frewing.

Planning Commission's Recommended Change

The Planning Commission recommended modifying the wording of Action Measure 11.A.2. Its recommendation was to say "consider utilizing form based code principles," rather than "utilize form based code principles."

Staff Recommendation

Staff recommends approval of the proposed amendment. The proposal is consistent with all applicable State Goals, Metro Functional Plan, and Comprehensive Plan policies.

Next Steps

If the Comprehensive Plan Amendment is approved, staff will continue the process of developing specific language to amend the Development Code and craft design regulations for the Downtown. Stakeholder involvement and review will be necessary prior to proposing Development Code Amendments.



MEMORANDUM

TO: Tigard City Council

FROM: Sean Farrelly, Associate Planner

RE: Comprehensive Plan Amendment (CPA-2006-00002)
March 19, 2007 Planning Commission Public Hearing Comments

DATE: March 29, 2007

At the March 19, 2007 Planning Commission Public Hearing a number of citizens gave public testimony in favor of the Amendment. Two of the speakers, Mike Stevenson and John Frewing, raised issues that will be addressed in this memo.

Nonconforming Uses

Mike Stevenson, a downtown property owner, raised a concern about the future of nonconforming uses under the new zoning that will be adopted.

Response:

This Comprehensive Plan Amendment contains Policy 11.1.4 which states "Existing nonconforming uses shall be allowed to continue, subject to a threshold of allowed expansion."

How to specifically treat nonconforming uses will be a major issue in the Development Code amendment process. Staff will work with stakeholders to develop acceptable regulations. An important point to consider is that many of the existing industrial and automotive repair uses in the Downtown are presently nonconforming uses. They became nonconforming when the zoning was last changed (to CBD) in 1983.

Process and Procedural Issues

John Frewing raised thirteen points (included as Exhibit B) regarding the Comprehensive Plan Amendment. Staff rebutted many of these points at the public hearing. Most of the points refer to processes set up to update entire Comprehensive Plans, rather than a "Post-Acknowledgement Plan Amendment" which amends a portion of an existing plan (as this one does). The City provided the required 45-day notice to the Department of Land Conservation and Development, and received no

comment from them. If the agency had concerns with the proposed amendment, they would have provided comment to the City.

Here is a rebuttal of each of Mr. Frewing's points. Mr. Frewing's comments are numbered and staff response follows:

1 Most of the data relied upon is 3 to 6 years old. Much more recent data is available and should be used in a revised comp plan amendment for downtown.

Response:

All of the reports in the appendices of Tigard Downtown Improvement Plan are dated 2004 and 2005 and relied on contemporaneous data. It is unlikely that conditions in Downtown Tigard have changed to any significant degree in the past two to three years. The only data that appears to be six years old is the Census data (the latest data is from 2000) and Metro's Regional Transportation Plan completed in 2000 (currently being updated).

2 The 'Background' and 'Findings' of the proposed comp plan amendment mention respectively the TDIP and current zoning classifications for downtown Tigard, but the 'Policies' of the proposed comp plan amendment do not identify or reference zoning classifications which are conclusions in the TDIP. Thus, there is no change in zoning made by this comp plan amendment.

Response:

The intention of this Comprehensive Plan Amendment is to change the Goals, Policies, and Action Measures to implement the TDIP. It will provide the legislative foundation to adopt the specific zoning and other land use regulations that are called for in the TDIP. After this Comprehensive Plan Amendment is adopted, the next stage will be to amend the Development Code to define and map specific new zoning districts. Comprehensive Plan Amendments do not, in and of themselves, change the zoning of properties.

3 State rules require that decisions of the Commission and Council be based on fact. The proposed comp plan amendment does not include any facts which define the need and circumstances of the comp plan change. At least some such facts appear to be included in the TDIP and the more recently adopted Urban Renewal Plan, but are not part of the proposed changes. In the current comp plan, such facts are provided as Volume 1, Resources. The facts supporting the proposed changes should be identified and adopted as part of the comp plan change.

Response:

The TDIP, in its entirety, contains extensive factual information that is the result of extensive research and technical analysis. The Comprehensive Plan Amendment takes its language directly from the TDIP. The TDIP will serve as the Volume 1 Resource document.

In addition, as a legislative amendment, the City Council can determine what the relevant facts are to base its decision on. The Planning Commission has recommended adoption based on the findings (facts) and the conclusions in the staff report.

4 The physical boundaries of the downtown area subject to this revised comp plan are not defined. In the Existing Conditions/Opportunities and Constraints Report, Figure 1 purports to show the plan area, but it includes areas outside the urban renewal plan boundaries. In the Paramatrix Technical Memorandum map of the TDIP, a different boundary is shown. In the main body of the TDIP, its Figure 1 shows still a different boundary. Further inconsistencies exist between the TDIP, Figure 1 and the Paramatrix Technical Memorandum map – in the TDIP Figure 1, the FEMA floodplain is shown to include most of Tigard City Hall buildings, but in the Paramatrix Technical Memorandum map, the mapped floodplain is moved south of these buildings. This is significant because the Fanno Creek Open Space Overlay zone (TDIP, page 30) is defined as “between Burnham Street and the Fanno Creek 100-year floodplain . . .”.

Response:

The cover page of the staff report and elsewhere in the application identifies the Tigard Downtown Urban Renewal District as the location of the Comprehensive Plan Amendment. Included in this application is the map of the Urban Renewal District, which has been legally and specifically defined in the Urban Renewal Plan.

As for the floodplain issue, Tigard relies on the most current FEMA floodplains to administer its code. Any previous maps referred to in the TDIP are not pertinent.

6 The proposed comp plan amendment, including its purported factual base (TDIP, 9/27/05), seems to fall far short of the state requirements (ORS 197.015, ORS 227.170) that it “interrelates all functional and natural systems and activities relating to use of lands including but not limited to sewer and water systems, transportation systems, educational facilities, recreational facilities and natural resources and air and water quality management systems” and be “based on factual information, including adopted comprehensive plans.” Of these minimum scope requirements, transportation systems have been discussed the most, but in the TDIP and proposed comp plan amendments, none of the other systems/activities have been discussed in substance. For example, the entire discussion of the natural resources is to state that Fanno Creek originates near Wilson High School and drains to the Tualatin River, with diverse wildlife species. There is no discussion of trends in wildlife counts, invasive species, water pollution, air pollution, noise impacts of development, etc. There is no mention of the required CWS buffer zone around riparian and wetland areas which is likely to impact vision statements of a central gathering place near Fanno Creek (ie it must be moved away from the stream further than shown on drawings). There is no discussion of the small stream which will be the focus of the Green

Corridor/Urban Creek catalyst project and what natural features it might harbor. There is no discussion of tree canopy cover and how to achieve it, an important part of any ‘green’ development and significant because of Tigard’s past failure to enforce development conditions for this subject (eg Costco parking acreage).

Response:

This Comprehensive Plan Amendment is being adopted under the “post-acknowledgement plan amendment process” outlined in ORS 197.610. DLCD was sent a copy of the proposed amendment 45 days in advance of the hearing and has not indicated any problems. Under 197.610, it is not necessary to “interrelate all functional and natural systems and activities.” The update of the entire Comprehensive Plan will follow this requirement.

The Green/Corridor Urban Creek as described in TDIP would be a man-made feature. The feasibility and scope of this proposed project will be determined as part

of the Downtown Urban Design Plan. A comprehensive plan would not be the appropriate forum to describe the details of this potential project.

7 To the extent that the TDIP appendices provide the basis for future modification of related local plans, eg Community Development Code, TSP, they should be qualified to indicate that they do NOT reflect any community plan for action, by any city body. For example, Figure 1 of Appendix C (Kittleson, 10/24/04) shows a 'planned sidewalk' for a non-existent Wall Street extension, east of the current Tigard library – not only is this outside of any definition of downtown, but it is not supported by any pedestrian traffic studies. Similarly, the proposed bike facilities of Figure 2 are a disjointed collection of routes not supported by any study or discussion with interested citizen groups.

Response:

City Council resolution 05-62 accepted the findings and recommendations of the TDIP, as well as the associated TDIP documents. Council directed staff to use the Plan's goals, objectives, and recommended actions as a guide for future programming of Downtown improvements. However if an appendix document within the TDIP is contradicted by another adopted Plan, the adopted Plan would take precedence.

ECONOMIC DEVELOPMENT

8 OAR 660-009-0015 has requirements that are effective as of 1/1/07 and appear not to have been met in this comp plan update. See for reference, OAR 660-009-0015 (6). For example, 0015(1) requires the plan to "identify the major categories of industrial or other employment uses that could reasonably be expected to locate or expand in the planning area . . .". In the present comp plan proposal, only real estate trends have been analyzed as distinguished from types of employment, eg by SIC code.

9 OAR –0020 (1)(b) requires the city to adopt a policy "stating that a COMPETITIVE supply of land as a community economic development for the industrial and other employment uses selected through the economic opportunities analysis . . ." (full cap emphasis added my me). This does not exist in the proposed comp plan amendment and must be added to comply with state rules.

Response:

The regulations regarding economic development refer to Comprehensive Plans covering an entire jurisdiction, not a post-acknowledgement plan amendment such as this. The Comprehensive Plan, currently being updated, will address the entire City-wide Economic Development issues. The Economy chapter will include supply and demand of industrial and employment land, and related issues.

HOUSING

10 The proposed comp plan change to Policy 5.5 regarding allowance of housing makes reference to a 'Commercial Professional District' that is not one of the zoning districts outlined in the TDIP (Paramatrix, August 05, Technical Memorandum, pp 12-14 and associated zoning map). Thus, it is impossible to determine the comp plan's housing for downtown. Inconsistency #1: In this same comp plan change, MUE multifamily housing is encouraged to develop at R-40 densities, while in the TDIP noted above, MUE multifamily housing is limited to R-25 densities. The inconsistency should be resolved. Inconsistency #2: The proposed comp plan change for Policy 5.5 refers to MUC-1 district, a designation not included on the recommended zoning map of the TDIP. This reference to MUC-1 calls for housing between a minimum of 25 units/acre to 50 units/acre, but excludes from these density limits housing developed above non-residential uses. In the TDIP, multifamily housing in the MUC district is ONLY allowed above non-residential uses and is required to comply with the R-40 standards and density. The inconsistency should be resolved.

Response:

Policy 5.5 provides policy specifying where complementary residential development shall be allowed in some commercial zones all around the city. It does not only apply to the Downtown. Policy 5.5 needed to be amended to allow complementary housing in all zones of the Urban Renewal District, (not only above the second floor as the Policy currently states).

The zoning matters referred to by Mr. Frewing as "inconsistencies" actually are not related to the Downtown. The zones referred to are existing mixed used zones throughout the City. At any rate, this Comprehensive Plan Amendment is not instituting new zoning designations, but setting the legislative ground work to make future changes.

11 A Buildable Lands Inventory is not provided for the downtown area as required by OAR 660-007-0045 (1). This should be provided to comply with state rules.

Response:

A Buildable Lands Inventory (BLI) is available on the City's website and up to date as of January 1, 2007. It is not necessary to include the BLI with this post-acknowledgement Comprehensive Plan Amendment.

13 Note to review: Does the record of the pre-app meeting and application itself meet the requirements of Tigard CDC 18.380 and 18.390??

Response:

All applicable procedures for City-initiated Type IV Amendments have been followed and meet the requirements of 18.380 and 18.390.

COMPREHENSIVE PLAN AMENDMENT
TIGARD DOWNTOWN GOALS, POLICIES AND ACTION MEASURES

Comments of John Frewing 3/19/07 before the Tigard Planning Commission

1 Most of the data relied upon is 3 to 6 years old. Much more recent data is available and should be used in a revised comp plan amendment for downtown.

2 The 'Background' and 'Findings' of the proposed comp plan amendment mention respectively the TDIP and current zoning classifications for downtown Tigard, but the 'Policies' of the proposed comp plan amendment do not identify or reference zoning classifications which are conclusions in the TDIP. Thus, there is no change in zoning made by this comp plan amendment.

3 State rules require that decisions of the Commission and Council be based on fact. The proposed comp plan amendment does not include any facts which define the need and circumstances of the comp plan change. At least some such facts appear to be included in the TDIP and the more recently adopted Urban Renewal Plan, but are not part of the proposed changes. In the current comp plan, such facts are provided as Volume 1, Resources. The facts supporting the proposed changes should be identified and adopted as part of the comp plan change.

4 The physical boundaries of the downtown area subject to this revised comp plan are not defined. In the Existing Conditions/Opportunities and Constraints Report, Figure 1 purports to show the plan area, but it includes areas outside the urban renewal plan boundaries. In the Paramatrix Technical Memorandum map of the TDIP, a different boundary is shown. In the main body of the TDIP, its Figure 1 shows still a different boundary. Further inconsistencies exist between the TDIP, Figure 1 and the Paramatrix Technical Memorandum map – in the TDIP Figure 1, the FEMA floodplain is shown to include most of Tigard City Hall buildings, but in the Paramatrix Technical Memorandum map, the mapped floodplain is moved south of these buildings. This is significant because the Fanno Creek Open Space Overlay zone (TDIP, page 30) is defined as “between Burnham Street and the Fanno Creek 100-year floodplain . . .”.

5 Nothing exists in the proposed comp plan amendment that ensures public amenities will be developed at about the same pace as private developments in the downtown area. This is important to include; the experience of the Washington Square Regional Center plan shows that the public amenities (eg a circumferential trail, street improvements) have not been developed as millions of dollars have gone into intensive commercial development according to the plan. Perhaps one kind of control for at least one aspect of the plan would be to require that properties ADJOINING the Green Corridor/Urban Creek Overlay zone be subject to some additional design review (including view clearances, setback distances, pedestrian amenities, etc) in addition to properties IN the Green Corridor/Urban Creek Overlay zone.

6 The proposed comp plan amendment, including its purported factual base (TDIP, 9/27/05), seems to fall far short of the state requirements (ORS 197.015, ORS 227.170) that it “interrelates all functional and natural systems and activities relating to use of lands including but not limited to sewer and water systems, transportation systems, educational facilities, recreational facilities and natural resources and air and water quality management systems” and be “based on factual information, including adopted comprehensive plans.” Of these minimum scope requirements, transportation systems have been discussed the most, but in the TDIP and proposed comp plan amendments, none of the other systems/activities have been discussed in substance. For example, the entire discussion of the natural resources is to state that Fanno Creek originates near Wilson High School and drains to the Tualatin River, with diverse wildlife species. There is no discussion of trends in wildlife counts, invasive species, water pollution, air pollution, noise impacts of development, etc. There is no mention of the required CWS buffer zone around riparian and wetland areas which is likely to impact vision statements of a central gathering place near Fanno Creek (ie it must be moved away from the stream further than shown on drawings). There is no discussion of the small stream which will be the focus of the Green

Corridor/Urban Creek catalyst project and what natural features it might harbor. There is no discussion of tree canopy cover and how to achieve it, an important part of any 'green' development and significant because of Tigard's past failure to enforce development conditions for this subject (eg Costco parking acreage).

7 To the extent that the TDIP appendices provide the basis for future modification of related local plans, eg Community Development Code, TSP, they should be qualified to indicate that they do NOT reflect any community plan for action, by any city body. For example, Figure 1 of Appendix C (Kittleson, 10/24/04) shows a 'planned sidewalk' for a non-existent Wall Street extension, east of the current Tigard library – not only is this outside of any definition of downtown, but it is not supported by any pedestrian traffic studies. Similarly, the proposed bike facilities of Figure 2 are a disjointed collection of routes not supported by any study or discussion with interested citizen groups.

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8 OAR 660-009-0015 has requirements that are effective as of 1/1/07 and appear not to have been met in this comp plan update. See for reference, OAR 660-009-0015 (6). For example, 0015(1) requires the plan to "identify the major categories of industrial or other employment uses that could reasonably be expected to locate or expand in the planning area . . .". In the present comp plan proposal, only real estate trends have been analyzed as distinguished from types of employment, eg by SIC code.

9 OAR -0020 (1)(b) requires the city to adopt a policy "stating that a COMPETITIVE supply of land as a community economic development for the industrial and other employment uses selected through the economic opportunities analysis . . ." (full cap emphasis added my me). This does not exist in the proposed comp plan amendment and must be added to comply with state rules.

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11 A Buildable Lands Inventory is not provided for the downtown area as required by OAR 660-007-0045 (1). This should be provided to comply with state rules.

12 This comp plan amendment appears to not address important and relevant Statewide Planning Goals and Guidelines. Such omissions include Goal 6 regarding the quality of air, water and land resources, Goal 7 regarding protection of the community from natural disaster and hazard areas (eg flooding), Goal 11, regarding planning for public facilities and Goal 13 regarding energy conservation. A revision of the proposed comp plan section for downtown should include consideration of these issues.

13 Note to review: Does the record of the pre-app meeting and application itself meet the requirements of Tigard CDC 18.380 and 18.390??

Agenda Item:

Hearing Date: March 19, 2007 Time: 7:00 PM

**STAFF REPORT TO THE
PLANNING COMMISSION
FOR THE CITY OF TIGARD, OREGON**



120 DAYS = N/A

SECTION I. APPLICATION SUMMARY

FILE NAME: COMPREHENSIVE PLAN AMENDMENT TO UPDATE
DOWNTOWN GOALS, POLICIES AND ACTION MEASURES

FILE NO.: Comprehensive Plan Amendment (CPA) CPA2006-00002

PROPOSAL: The City is requesting approval of a Comprehensive Plan Amendment to amend Section 11 of the Tigard Comprehensive Plan to incorporate Goals, Policies, and Action Measures as a basis to implement the Tigard Downtown Improvement Plan's vision of a pedestrian-oriented, mixed use Town Center in the Downtown Urban Renewal Area. The amendment would also update Section 5 to allow complimentary residential development throughout the Urban Renewal District.

APPLICANT: City of Tigard
13125 SW Hall Boulevard
Tigard, OR 97223

OWNER: N/A

LOCATION: Tigard Downtown Urban Renewal District

ZONING

DESIGNATION: CBD, C-G, C-P, R-4.5, R-12 (PD), R-25

COMP PLAN: Commercial, Residential

**APPLICABLE
REVIEW**

CRITERIA: Community Development Code Chapters 18.380 and 18.390;
Comprehensive Plan Policies 1, 2, 3 5, 6, 8, 9 and 11; Metro Functional
Plan Title 6, and Statewide Planning Goals 1, 2, 5, 8, 9, 10 and 12.

SECTION II. STAFF RECOMMENDATION

Staff recommends that the Planning Commission recommend approval to the Tigard City Council to amend the Tigard Comprehensive Plan to replace Section 11.1 and amend Policy 5.5 as determined through the public hearing process.

SECTION III. BACKGROUND INFORMATION

Project History

Citizens have expressed a desire to create a “heart” for their community: a place to live, work, and play, and to serve as a community gathering place, in Downtown Tigard.

The current planning effort to create a “heart” in Downtown Tigard dates back to 2002. A group of citizens and business owners were inspired to work on ideas for Downtown to capitalize on the planned Commuter Rail station in Downtown. A more extensive planning process was made possible with a state Transportation and Growth Management (TGM) grant. A Task Force of 24 citizens was formed to guide the plan’s development. The planning process incorporated high levels of citizen involvement, including community dialogues, workshops, open house, and a public survey. Because of the Downtown Improvement Plan citizen involvement process, the City of Tigard was awarded the 2005 Good Governance Award from the League of Oregon Cities. The award recognizes exceptional city programs that unite citizens within a community.

Tigard Downtown Improvement Plan (TDIP)

The planning process resulted in the Tigard Downtown Improvement Plan (TDIP). The TDIP set forth a vision to create “a vibrant and active urban village at the heart of the community that is pedestrian oriented, accessible by many modes of transportation, recognizes and uses natural resources as an asset, and features a combination of uses that enable people to live, work, play and shop in an environment that is uniquely Tigard.”

Urban Renewal Plan

An Urban Renewal Plan was developed to implement the TDIP. The tools provided by urban renewal, including Tax Increment Financing, are intended to attract private investment and facilitate the area’s redevelopment. Tigard voters approved the use of Tax Increment Financing for the Urban Renewal District in the May 2006 election.

Proposal Description

In order to implement the TDIP, amendments to the Comprehensive Plan are necessary. These will establish the “legislative foundation” on which other land use actions and amendments to the Tigard Development Code can be based, including specific zoning map, land use and design standards.

The first step is to completely replace Section 11.1 of the Comprehensive Plan, which covers the Downtown Central Business District of Neighborhood Planning Organization #1. The proposed Goals, Policies, and Action Measures would be applicable to the Tigard Downtown Urban Renewal District (which encompasses a slightly larger area than the Central Business District zone referred to in Section 11.)

The City is currently updating the Comprehensive Plan in its entirety. Each section of the updated Plan will include Findings, Goals, Policies, and Action Measures. Here is an explanation of these terms:

Findings are the written statements of relevant facts that are the basis for the Goals, Policies, and Action Measures.

Goals are the broad-based statement of the community's desires. In this case the proposed Goal is taken directly from the Tigard Downtown Improvement Plan.

Policies are general statements intended to guide the City now and in the future. They provide general legislative direction and are the foundation for the City's land use, codes, and standards.

Action Measures are more specific short and medium term actions that will implement the Goals and Policies. This term will replace "Implementation Strategies" found in the existing Comprehensive Plan. They can be evaluated on a regular basis- every two years, to check on their progress. Action Measures are not required to be referenced when new land use codes and standards are proposed for adoption.

In addition, Policy 5.5 of the Comprehensive Plan needs to be updated to allow for the opportunity for a variety of housing types called for in the TDIP, throughout the Downtown Urban Renewal District.

SECTION IV. SUMMARY OF REPORT

Applicable criteria, findings and conclusions

- Tigard Community Development Code
 - Chapter 18.380
 - Chapter 18.390
- Applicable Comprehensive Plan Policies
 - Policies 1, 2, 3, 5, 6, 8, and 9
- Applicable Metro Standards
 - Title 6
- Statewide Planning Goals
 - Goals 1, 2, 5, 8, 9, 10 and 12

City Department and outside agency comments

SECTION V. APPLICABLE CRITERIA AND FINDINGS

APPLICABLE PROVISIONS OF THE CITY'S IMPLEMENTING ORDINANCES.

Tigard Development Code Chapter 18.380: Zoning Map and Text Amendments

This chapter sets forth the standards and process governing legislative and quasi-judicial amendments to this title and zoning district map. Legislative zoning map and text amendments shall be undertaken by means of a Type IV procedure, as governed by Section 18.390.060.G. Therefore, the proposed text amendments to the Tigard Development Code will be reviewed under the Type IV legislative procedure as set forth in the chapter.

Tigard Development Code Chapter 18.390: Decision-Making Procedures

This chapter establishes standard decision-making procedures for reviewing applications. The amendment under consideration will be reviewed under the Type IV legislative procedure as detailed in the chapter. Section 18.390.060.G states that the recommendation by the Commission, and the decision by the Council, shall be based on consideration of the following

factors (reviewed above), including: 1) Statewide Planning Goals, 2) applicable federal or state statutes or regulations, 3) applicable Metro regulations, 4) applicable comprehensive plan policies, and 5) applicable provisions of the City's implementing ordinances.

CONCLUSION: Based on the analysis above, staff finds that the proposed amendment satisfies the applicable review criteria within the Tigard Community Development Code and recommends the Planning Commission forward this proposed amendment to the City Council with a recommendation for adoption.

APPLICABLE CITY OF TIGARD COMPREHENSIVE PLAN POLICIES:

A review of the comprehensive plan identified the following relevant policies for the proposed amendments:

Comprehensive Plan Policy 1.1.1: General Policies

This policy states that all future legislative changes shall be consistent with the Statewide Planning Goals and the Regional Plan adopted by Metro.

As indicated under the individual Statewide and Regional Plan goals applicable to this proposed amendment, the amendment is consistent with the Statewide Goals and the Regional Plan.

Comprehensive Plan Policies 2.1.1, 2.1.2, and 2.1.3.: Citizen Involvement

These policies state that the City shall maintain an ongoing citizen involvement program, provide opportunities for citizen involvement appropriate to the scale of the planning effort and that information on land use planning issues shall be available in understandable form for all interested citizens.

The Tigard Downtown Improvement Plan process was notable for its broad-based public involvement. A Task Force of 24 citizens was formed to guide the plan's development. The planning process incorporated high levels of citizen involvement, including community dialogues, workshops, open house, and a public survey. The May 2006 Tigard voters approved an Urban Renewal District for the area to finance the implementation of the plan.

In addition, the City Center Advisory Commission, a citizen committee, has reviewed and suggested changes that were incorporated into the proposed Comprehensive Plan Amendment.

This policy has also been met by publishing notice of the Planning Commission public hearing that was in the March 1, 2007 edition of the Tigard Times. Notice will be published again prior to the City Council public hearing. The notice invited public input and included the phone number of a contact person to answer questions. The notice also included the address of the City's webpage where the entire draft of the text changes could be viewed. Letters were sent to property owners in the Urban Renewal District and individuals on the interested parties list.

Comprehensive Plan Policy 3: Natural Features and Open Space

3.4 Natural Areas

These policies protect natural resources, including wetlands and fish and wildlife habitat. The proposed amendment satisfies Policies 3.4.1-3.4.2 because it strengthens protection for natural resources in the Urban Renewal District, particularly the Fanno Creek wetland and riparian area. Proposed Policy 11.2.1 states that natural resource functions and values will be integrated into Downtown urban design. Proposed Policy 11.2.3 states that Downtown development will be consistent with the need to restore and protect the natural areas of Fanno Creek Park.

3.5. Parks, Recreation, and Open Space

Policies

3.5.1 The City shall encourage private enterprise and intergovernmental agreements which will provide for open space, recreation lands, facilities, and preserve natural, scenic and historic areas in a manner consistent with the availability of resources.

The policy is satisfied by proposed Policy 11.2.2 which calls for the Fanno Creek Public Use Area adjacent to Fanno Creek Park to be a primary focus and catalyst for revitalization. This public area is envisioned to be a central gathering place for the community and to provide a recreation area for such activities as a farmers market and performances.

3.5.3 The City has designated the 100-year floodplain of Fanno Creek, its tributaries, and the Tualatin River as greenway, which will be the backbone of the open space system. Where landfill and/or development are within or adjacent to the 100-year floodplain, the City shall require the consideration of dedication of sufficient open land area for greenway adjoining and within the floodplain.

The policy is satisfied by proposed Policy 11.2.3 which states that Downtown development will be consistent with the need to restore and protect the natural areas of Fanno Creek Park. Additionally, the TDIP calls for the expansion of the natural areas of Fanno Creek Park, by purchasing additional property in the floodplain.

3.5.4 The City shall provide an interconnected pedestrian/bike path throughout the City.

This policy is satisfied by proposed Policy 11.3.1, which states that the Downtown shall be served by a complete array of multi-modal transportation services including auto, transit, bike and pedestrian facilities. In addition, the TDIP calls for a "rail-to-trail" path to be created in present railroad right-of-way.

Comprehensive Plan Policy 5: Economy

5.3 The City shall improve and enhance the portions of the Central Business District as the focal point for commercial, high density residential, business, civic, and professional activity creating a diversified and economically viable core area

The TDIP seeks to improve and diversify Downtown Tigard's economic and employment mix. The proposed amendment includes Policy 11.1.2:

"The Downtown's land use plan shall provide for a mix of complementary land uses such as:

- a) Retail, restaurants, entertainment and personal services; b) Medium and high-density residential uses including rental and ownership housing; c) Civic functions (government offices, community services, public plazas, public transit centers, etc); d) Professional employment and related office uses; e) Natural Resource protection, open spaces and public parks."

This proposed policy is aimed at facilitating the development of an urban village, promoting the retention of existing businesses, and creating opportunities for new investment.

The proposal would also amend Comprehensive Plan Policy 5.5 to make it possible to allow complementary residential development throughout the Urban Renewal district. More housing and a variety of housing types will help create a vibrant and economically sound city core.

Comprehensive Plan Policy 6: Housing

6.1.1 The City shall provide an opportunity for a diversity of housing densities and residential types at various prices and rent levels.

This policy is satisfied because the proposed Comprehensive Plan Amendment includes Policy 11.1.6, which states that “New housing in the downtown shall provide for a range of housing types, including ownership, workforce and affordable housing in a high quality living environment.”

This policy is also satisfied by proposed amendment to Comprehensive Plan Policy 5.5. which would create the opportunity for complimentary residential development throughout the Urban Renewal district. The change will likely result in increased housing choices at a variety of rent and price levels.

Comprehensive Plan Policy 8: Transportation

8.1.2 Provide a balanced transportation system, incorporating all modes of transportation.

This policy is satisfied by the inclusion of these proposed Policies:

- 11.3.1 The Downtown shall be served by a complete array of multi-modal transportation services including auto, transit, bike and pedestrian facilities.
- 11.3.2 The Downtown shall be Tigard’s primary transit center for rail and bus transit service and supporting land uses.
- 11.3.3 The City, in conjunction with TriMet, shall plan for and manage transit user parking to ensure the Downtown is not dominated by “park and ride” activity.
- 11.3.4 Recognizing the critical transportation relationships between the Downtown and surrounding transportation system, especially bus and Commuter Rail, Highway 99W, Highway 217 and Interstate 5, the City shall address the Downtown’s transportation needs in its Transportation System Plan and identify relevant capital projects and transportation management efforts.
- 11.3.5 Streetscape and Public Area Design shall focus on creating a pedestrian friendly environment without the visual dominance by automobile-oriented uses.
- 11.3.6 The City shall require a sufficient but not excessive amount of parking to provide for Downtown land uses. Joint parking arrangements shall be encouraged.

Collectively these policies aim to develop comprehensive street and circulation improvements for pedestrians, automobiles, bicycles and transit. Projects such as the planned Downtown Commuter Rail station, and expanded sidewalk network and bike lanes will further increase transportation options.

Comprehensive Plan Policy 9: Energy

9.1.3 The City shall encourage land use development which emphasizes sound energy conservation, design, and construction.

The main goal of the TDIP is to create an urban village, which would result in an opportunity to live, shop, recreate, and work in a pedestrian-friendly environment. The envisioned place would allow residents to conserve energy by reducing their dependence on automobiles, as the area is presently well-served by transit. Future projects such as the planned Downtown Commuter Rail

station, expanded sidewalk network and bike lanes could further decrease reliance on the automobile.

Additionally the TDIP expresses a preference for sustainable practices in construction of new Downtown buildings and infrastructure. These proposed Action Measures would encourage this type of design:

- 11.C.7 Emphasize sustainable practices in street design through innovative landscaping and stormwater management and provision of multimodal infrastructure.
- 11.C.8 Encourage sustainability features in the design of Downtown buildings.

CONCLUSION: Based on the analysis above, staff finds that the proposed amendment satisfies the applicable policies contained in the City of Tigard Comprehensive Plan.

APPLICABLE METRO REGULATIONS:

Metro Functional Plan Title 6: Central City, Regional Centers, Town Centers and Station Communities

Requires local jurisdictions to adopt land use and transportation plans that are consistent with Metro guidelines for designated Town Centers.

The Metro 2040 Growth Concept and Framework Plan designates Downtown Tigard as a Town Center. Centers are defined as “compact, mixed-use neighborhoods of high-density housing, employment and retail that are pedestrian-oriented and well served by public transportation and roads.” The Tigard Downtown Improvement Plan fulfilled the requirement to adopt land use and transportation plans that are consistent with Metro guidelines for designated Town Centers.

The proposed Comprehensive Plan Amendment would institute the Tigard Downtown Improvement Plan’s goal of “creating a vibrant and active urban village at the heart of the community that is pedestrian-oriented, accessible by many modes of transportation, recognizes natural resources as an asset, and features a combination of uses that enable people to “live, work, play and shop in an environment that is uniquely Tigard.” The proposed Comprehensive Plan Amendment Policies and Actions Measures would enable the future adoption of code and policies to implement the goal.

CONCLUSION: Based on the analysis above, staff finds that the proposed amendment satisfies the applicable Metro regulations.

THE STATEWIDE PLANNING GOALS AND GUIDELINES ADOPTED UNDER OREGON REVISED STATUTES CHAPTER 197

Statewide Planning Goal 1 – Citizen Involvement:

This goal outlines the citizen involvement requirement for adoption of Comprehensive Plans and changes to the Comprehensive Plan and implementing documents.

This goal was met through the extensive public involvement in the Tigard Downtown Improvement Plan, which included a Task Force of 24 citizens, community dialogues, workshops, an open house, and a public survey. The City Center Advisory Commission, a citizen group, has reviewed and provided input to the proposed Comprehensive Plan Amendment.

This goal has also been met by complying with the Tigard Development Code notice requirements set forth in Chapter 18.390. Notice has been published in the Tigard Times newspaper prior to the public hearing. Two Public Hearings are being held (one before the Planning Commission and the second before the City Council) in which public input is welcome. In addition, letters were sent to property owners in the Urban Renewal District and individuals on the interested parties list.

Statewide Planning Goal 2 – Land Use Planning:

This goal outlines the land use planning process and policy framework. The Comprehensive Plan was acknowledged by DLCD as being consistent with the statewide planning goals.

The proposed amendment to the Tigard Comprehensive Plan is being processed as a Type IV procedure, which requires any applicable statewide planning goals, federal or state statutes or regulations, Metro regulations, comprehensive plan policies, and City's implementing ordinances, be addressed as part of the decision-making process. Notice was provided to DLCD 45 days prior to the first scheduled public hearing as required. All applicable review criteria have been addressed within this staff report; therefore, the requirements of Goal 2 have been met.

Statewide Planning Goal 5 – Natural Resources

This goal requires the inventory and protection of natural resources, open spaces, historic areas and sites.

The proposed amendment is consistent with this goal because the proposed changes strengthen protection for natural resources in the Urban Renewal District, particularly the Fanno Creek wetland and riparian area. Proposed Policy 11.2.1 states that natural resource functions and values will be integrated into Downtown urban design. Proposed Policy 11.2.3 states that Downtown development will be consistent with the need to restore and protect the natural areas of Fanno Creek Park. Existing Goal 5 protections for natural resources in the Urban Renewal District will remain in place.

Statewide Planning Goal 8- Recreational Needs

This goal aims to provide for the siting of facilities for the recreational needs of the citizens of the state and visitors.

This goal is satisfied by proposed Policy 11.2.2, which calls for the Fanno Creek Public Use Area, adjacent to Fanno Creek Park to be a primary focus and catalyst for revitalization. This public area is envisioned to provide a range of recreation activities such as farmers markets and performances. This will become a central gathering place for the community and increase recreational opportunities for residents.

Statewide Planning Goal 9- Economic Development

This goal aims to provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

The proposed amendment includes Policy 11.1.2:

“The Downtown's land use plan shall provide for a mix of complementary land uses such as:

- a) Retail, restaurants, entertainment and personal services; b) Medium and high-density residential uses including rental and ownership housing; c) Civic functions (government offices, community services, public plazas, public transit centers, etc); d) Professional

employment and related office uses; e) Natural Resource protection, open spaces and public parks.”

This policy is consistent with Goal 9 as it is aimed at facilitating the development of a vibrant and economically sound city core. The TDIP calls for opportunities for new housing, commercial, and employment which would create a thriving urban village.

Statewide Planning Goal 10- Housing

This goal aims to provide adequate housing for the needs of the community, region and state.

One of the recommended catalyst projects in the TDIP is to increase the number of housing units in the Downtown. This could increase the number of potential patrons for Downtown businesses and potential riders of the new Commuter Rail line. The proposed Amendment includes Policy 11.1.6 which states:

“New housing in the downtown shall provide for a range of housing types, including ownership, workforce and affordable housing in a high quality living environment.”

The proposed amendment is consistent with Goal 10.

Statewide Planning Goal 12-Transportation

The goal aims to provide "a safe, convenient and economic transportation system."

The proposed Amendment satisfies this goal with the inclusion of several Policies to Develop Comprehensive Street and Circulation Improvements for Pedestrians, Automobiles, Bicycles and Transit including:

- 11.3.1 The Downtown shall be served by a complete array of multi-modal transportation services including auto, transit, bike and pedestrian facilities.
- 11.3.2 The Downtown shall be Tigard's primary transit center for rail and bus transit service and supporting land uses.
- 11.3.3 The City in conjunction with TriMet shall plan for and manage transit user parking to ensure the Downtown is not dominated by “park and ride” activity.
- 11.3.4 Recognizing the critical transportation relationships between the Downtown and surrounding transportation system, especially bus and Commuter Rail, Highway 99W, Highway 217 and Interstate 5, the City shall address the Downtown's transportation needs in its Transportation System Plan and identify relevant capital projects and transportation management efforts.
- 11.3.5 Streetscape and Public Area Design shall focus on creating a pedestrian friendly environment without the visual dominance by automobile-oriented uses.
- 11.3.6 The City shall require a sufficient but not excessive amount of parking to provide for Downtown land uses. Joint parking arrangements shall be encouraged.

These proposed Policies would improve the safety, efficiency and economy of the transportation system in the Downtown Urban Renewal District and expand access to transportation options.

CONCLUSION: Based on the analysis above, staff finds that the proposed amendment is consistent with the applicable Statewide Planning Goals.

SECTION VI. ADDITIONAL CITY STAFF COMMENTS

The City of Tigard's Building Division and Police Department, have had an opportunity to review this proposal and have no objections. The City of Tigard's Public Works had an opportunity to review this proposal and did not respond.

SECTION VII. OUTSIDE AGENCY COMMENTS

Oregon Department of Land Conservation and Development and Metro, were notified of the proposed amendments and did not respond.

Tualatin Valley Fire & Rescue, Tualatin Valley Water District, and Cleanwater Services were notified of the proposed amendments and did not respond.

SECTION VIII. CONCLUSION

The Tigard Downtown Improvement Plan was the result of extensive public involvement. In order to implement the Plan, changes are needed to the Tigard Comprehensive Plan and the Development Code including new zoning and design standards. The proposed Comprehensive Plan Amendment would provide the "legislative foundation" to accomplish this.

The proposed changes comply with the applicable Statewide Planning Goals, Metro regulations, the Tigard Comprehensive Plan, and applicable provisions of the City's implementing ordinances.

Therefore, Staff recommends that the Planning Commission recommend approval of the Comprehensive Plan Amendment to the Tigard City Council as determined through the public hearing process.

ATTACHMENT:

EXHIBIT A: PROPOSED AMENDMENTS TO THE TIGARD COMPREHENSIVE PLAN.

PREPARED BY: Sean Farrelly
Associate Planner

March 7, 2007
DATE

APPROVED BY: Ron Bunch
Planning Manager

March 7, 2007
DATE

5 . E C O N O M Y

Commentary : The proposed amendment would amend Policy 5.5 of the Tigard Comprehensive Plan (Volume II) to allow complementary residential development throughout the Urban Renewal district. The Tigard Downtown Improvement Plan states that more housing and a variety of housing types will help create a vibrant and economically sound city core. Although much of the new residential development would be focused in mixed use development above the first floor, the TDIP does call for medium-density, stand alone housing types, such as townhouses, in the area bordering Fanno Creek Park.

- Language to be added to the Comprehensive Plan is underlined.
- Language to be deleted from the Comprehensive Plan is shown in ~~strike through~~.

POLICIES

5.5 THE CITY SHALL PROHIBIT RESIDENTIAL DEVELOPMENT IN COMMERCIAL AND INDUSTRIAL ZONING DISTRICTS EXCEPT:

~~COMPLIMENTARY RESIDENTIAL DEVELOPMENT SHALL BE PERMITTED ABOVE THE FIRST FLOOR IN THE CENTRAL BUSINESS DISTRICT, AND ABOVE THE SECOND FLOOR IN COMMERCIAL PROFESSIONAL DISTRICTS. (THE DENSITY OF RESIDENTIAL DEVELOPMENT SHALL BE DETERMINED IN ACCORDANCE WITH THE R-40 DISTRICTS.)~~ IN ALL ZONING DISTRICTS IN THE DOWNTOWN TIGARD URBAN RENEWAL DISTRICT AT APPROPRIATE DENSITIES. IN COMMERCIAL PROFESSIONAL DISTRICTS RESIDENTIAL DEVELOPMENT SHALL BE ALLOWED ABOVE THE SECOND FLOOR. (THE DENSITY IN THE COMMERCIAL PROFESSIONAL DISTRICT SHALL BE DETERMINED IN ACCORDANCE WITH THE R-40 DISTRICTS.) AND;

EXISTING SINGLE FAMILY HOMES WITHIN THE MIXED USE EMPLOYMENT ZONE SHALL BE CONSIDERED PERMITTED USES AND NEW MULTI-FAMILY DEVELOPMENT SHALL BE PERMITTED AND ENCOURAGED TO DEVELOP AT R-40 DENSITIES;

WITHIN THE MUC, MUR 1 AND 2 AND MUE 1 AND 2 ZONES WITHIN THE WASHINGTON SQUARE REGIONAL CENTER, WHERE RESIDENTIAL USES SHALL BE PERMITTED AND ENCOURAGED AT HIGH DENSITIES RANGING FROM R-25 (MUE 2 AND MUR 2) TO R-50 (MUC, MUE 1 AND MUR 1): AND

WITHIN THE MUC-1 DISTRICT, WHERE RESIDENTIAL USES SHALL BE PERMITTED AND ENCOURAGED TO DEVELOP AT A MINIMUM OF 25 UNITS PER ACRE TO A MAXIMUM OF 50 UNITS PER ACRE. RESIDENTIAL USES WHICH ARE DEVELOPED ABOVE NON-RESIDENTIAL USES AS PART OF A MIXED USE DEVELOPMENT SHALL NOT BE SUBJECT TO THESE DENSITIES.

11. SPECIAL AREAS OF CONCERN

11.1 DOWNTOWN TIGARD URBAN RENEWAL DISTRICT

BACKGROUND

Citizens have expressed a desire to create a “heart” for their community: a place to live, work, and play, and to serve as a community gathering place.

Main Street and the surrounding area have served as Tigard’s historic center, dating back to around 1907. Planning for Downtown Tigard’s revitalization has been a long-term process, stretching back at least 25 years. The most recent effort dates back to 2002, with the announcement of plans for a Washington County Commuter rail line with a planned station in downtown Tigard. This inspired a small group of citizens and business owners to work on ideas for Downtown to capitalize on Commuter Rail. A state Transportation and Growth Management (TGM) grant facilitated the hiring of consultants and a more extensive planning process. A Task Force of 24 citizens was formed to guide the plan’s development. The planning process incorporated high levels of citizen involvement, including community dialogues, workshops, open house, and a public survey.

Tigard Downtown Improvement Plan (TDIP)

The TGM grant and planning process resulted in the Tigard Downtown Improvement Plan (TDIP). The TDIP set forth a vision to create “a vibrant and active urban village at the heart of the community that is pedestrian oriented, accessible by many modes of transportation, recognizes and uses natural resources as an asset, and features a combination of uses that enable people to live, work, play and shop in an environment that is uniquely Tigard.”

Urban Renewal Plan

An Urban Renewal Plan was developed to implement the TDIP. The tools provided by urban renewal, including Tax Increment Financing, are intended to attract private investment and facilitate the area’s redevelopment. Tigard voters approved the use of Tax Increment Financing for Urban Renewal in the May 2006 election.

FINDINGS

- Existing Conditions

- Land Use

- The Urban Renewal Area contains approximately 193.71 acres (including 49.57 acres of right-of-way) and comprises 2.6% of the City’s 7496 acres of total land area. It contains 193 individual properties. The current land uses are dominated by development with little pedestrian-friendly orientation. Outside of Main Street, the existing buildings do not create a sense of place and cohesive function, but rather appear to be spread out and auto-dependent. Block sizes are large for a downtown.

In general, downtown properties have low improvement to land (I:L) ratios. Healthy I:L ratios for downtown properties range between 7.0 -10.0 or more. In Tigard's Urban Renewal Area 2004-05 I:L averages were 1.43 for commercial properties and 2.79 for multi-family residential. (Report Accompanying the City Center Urban Renewal Plan.)

Under existing conditions, Downtown is underdeveloped and lacks the mix of high quality commercial, office, residential and public uses suitable for an urban village.

Transportation System

The Area is served by two major transportation corridors (99W and Hall Blvd.) with heavy traffic levels. Many of the other Downtown streets lack complete sidewalks. In general, there are poor linkages to and within the Downtown.

Railway tracks also bisect the Downtown. A planned system upgrade will make both commuter and freight train operation more efficient and less disruptive to automobile traffic.

Natural Features

Fanno Creek flows through downtown and is the most notable natural feature. The creek, part of its floodplain and associated wetlands are part of a 22-acre city park with a multi-use path.

- **Current Zoning Districts and Comprehensive Plan Designations**

The majority of the Downtown is zoned Central Business District (CBD). While the current CBD zone allows the mix of uses necessary for a successful downtown, the regulations lack the language to guide new development to be consistent with the preferred urban form. As a result, the area has developed without many of the pedestrian-oriented qualities specified in the Tigard Downtown Improvement Plan and Metro's 2040 Growth Concept.

The Tigard Urban Renewal Area encompasses the original Plan area and several additional tax lots, which are zoned R-4.5, R-12 (PD), R-25, C-G (General Commercial) and C-P (Professional/ Administrative Commercial.) Several of these tax lots are located to the northwest of Highway 99W. These additional zones do not permit mixed use development, which is crucial for successful downtowns.

- **Community Values**

According to the Comprehensive Plan Issues and Values Summary, Downtown is important to Tigard residents; many use it on a weekly basis. Many would like it to see improvements so it will become a gathering place for the community.

Tigard Beyond Tomorrow's Community Character & Quality of Life section, includes a goal to achieve a future where "the Main Street area is seen as a 'focal point' for the community," and "a clear direction has been established for a pedestrian-friendly downtown and is being implemented."

The passage of the Urban Renewal measure in May 2006 by 66% of voters also shows strong community support for Downtown's revitalization.

- **Metro Requirements for Town Center Planning**

Title 6 of the Urban Growth Management Functional Plan requires local jurisdictions to adopt land use and transportation plans that are consistent with Metro guidelines for Town Centers.

GOAL

The City will promote the creation of a vibrant and active urban village at the heart of the community that is pedestrian oriented, accessible by many modes of transportation, recognizes natural resources as an asset, and features a combination of uses that enable people to live, work, play and shop in an environment that is uniquely Tigard.

POLICIES

11.1. Facilitate the Development of an Urban Village

11.1.1 New zoning, design standards and design guidelines shall be developed and used to ensure the quality, attractiveness, and special character of the Downtown as the "heart" of Tigard, while being flexible enough to encourage development.

11.1.2 The Downtown's land use plan shall provide for a mix of complimentary land uses such as:

- a) Retail, restaurants, entertainment and personal services;
- b) Medium and high-density residential uses including rental and ownership housing;
- c) Civic functions (government offices, community services, public plazas, public transit centers, etc)
- d) Professional employment and related office uses
- e) Natural Resource protection, open spaces and public parks

11.1.3 The City shall not permit new land uses such as warehousing; auto-dependant uses; industrial manufacturing; and industrial service uses that would detract from the goal of a vibrant urban village.

11.1.4 Existing nonconforming uses shall be allowed to continue, subject to a threshold of allowed expansion.

11.1.5 Downtown design, development and provision of service shall emphasize public safety, accessibility, and attractiveness as primary objectives.

11.1.6 New housing in the downtown shall provide for a range of housing types, including ownership, workforce and affordable housing in a high quality living environment.

11.1.7 New zoning and design guidelines on Main Street will emphasize a “traditional Main Street” character.

11.2 Develop and Improve the Open Space System and Integrate Natural Features into Downtown

11.2.1 Natural resource functions and values shall be integrated into Downtown urban design.

11.2.2 The Fanno Creek Public Use Area, adjacent to Fanno Creek Park shall be a primary focus and catalyst for revitalization.

11.2.3 Development of the Downtown shall be consistent with the need to protect and restore the functions and values of the wetland and riparian area within Fanno Creek Park.

11.3 Develop Comprehensive Street and Circulation Improvements for Pedestrians, Automobiles, Bicycles and Transit

11.3.1 The Downtown shall be served by a complete array of multi-modal transportation services including auto, transit, bike and pedestrian facilities.

11.3.2 The Downtown shall be Tigard’s primary transit center for rail and bus transit service and supporting land uses.

11.3.3 The City, in conjunction with TriMet, shall plan for and manage transit user parking to ensure the Downtown is not dominated by “park and ride” activity.

11.3.4 Recognizing the critical transportation relationships between the Downtown and surrounding transportation system, especially bus and Commuter Rail, Highway 99W, Highway 217 and Interstate 5, the City shall address the Downtown’s transportation needs in its Transportation System Plan and identify relevant capital projects and transportation management efforts.

11.3.5 Streetscape and Public Area Design shall focus on creating a pedestrian friendly environment without the visual dominance by automobile-oriented uses.

11.3.6 The City shall require a sufficient but not excessive amount of parking to provide for Downtown land uses. Joint parking arrangements shall be encouraged.

ACTION MEASURES

Staff will work on these short and medium term actions to implement policies that will support the creation of a vibrant, compact, mixed-use area with housing, retail and employment opportunities.

11.A Facilitate the Development of an Urban Village

11.A.1 Develop design guidelines and standards that encourage attractive and inviting downtown commercial and residential architecture with quality design and permanent materials, particularly in the building fronts and streetscape. Also develop appropriate density, height, mass, scale, architectural and site design guidelines.

11.A.2 Consider utilizing form based code principles in ways that are consistent with state planning laws and administrative rules.

11.A.3 Adopt non-conforming use standards appropriate to a downtown in transition.

11.A.4 Develop code measures to mitigate any compatibility issues when new downtown development occurs in close proximity to the Downtown's commuter rail line.

11.A.5 Provide areas in the Downtown where community events, farmer's markets, festivals and cultural activities can be held.

11.A.6 Designate the Downtown area as the preferred location for Tigard's civic land uses.

11.A.7 Promote an awareness of the Downtown's history through measures such as public information, urban design features and preservation of historic places.

11.A.8 Monitor performance of design guidelines, standards and related land use regulations and amend them as necessary.

11.B Develop and Improve the Open Space System and Integrate Natural Features into Downtown

11.B.1 Acquire property and easements to protect natural resources and provide public open space areas, such as park blocks, plazas and mini-parks.

11.B.2 Develop "green connections" linking parks and greenways with adjacent land uses, public spaces and transit.

11.B.3 Incorporate public art into the design of public spaces.

11.B.4 Enhance the landscape and habitat characteristics of Fanno Creek as a key downtown natural resource.

11.C Develop Comprehensive Street and Circulation Improvements for Pedestrians, Automobiles, Bicycles and Transit

11.C.1 Develop a circulation plan that emphasizes connectivity to, from, and within the Downtown in the design and improvement of the area's transportation system, including developing alternative access improvements to Downtown, such as connections across Highway 99W.

11.C.2 Address public safety and land use compatibility issues in the design and management of the Downtown's transportation system.

11.C.3 Investigate assigning different roadway designations within the general area of the Downtown as means to support transportation access to Town Center development such as ODOT's Special Transportation Area (STA) and Urban Business Area (UBA).

11.C.4 Implement an integrated Downtown pedestrian streetscape and landscape plan.

11.C.5 Acquire property and easements to implement streetscape and landscape plans, and develop needed streets, pathways, entrances to the Commuter Rail park and ride lot, and bikeways.

11.C.6 Express the themes of an urban village and green heart by utilizing the "unifying elements" palette from the Streetscape Design Plan to design streetscape improvements.

11.C.7 Emphasize sustainable practices in street design through innovative landscaping and stormwater management and provision of multimodal infrastructure.

11.C.8 Encourage sustainability features in the design of Downtown buildings.

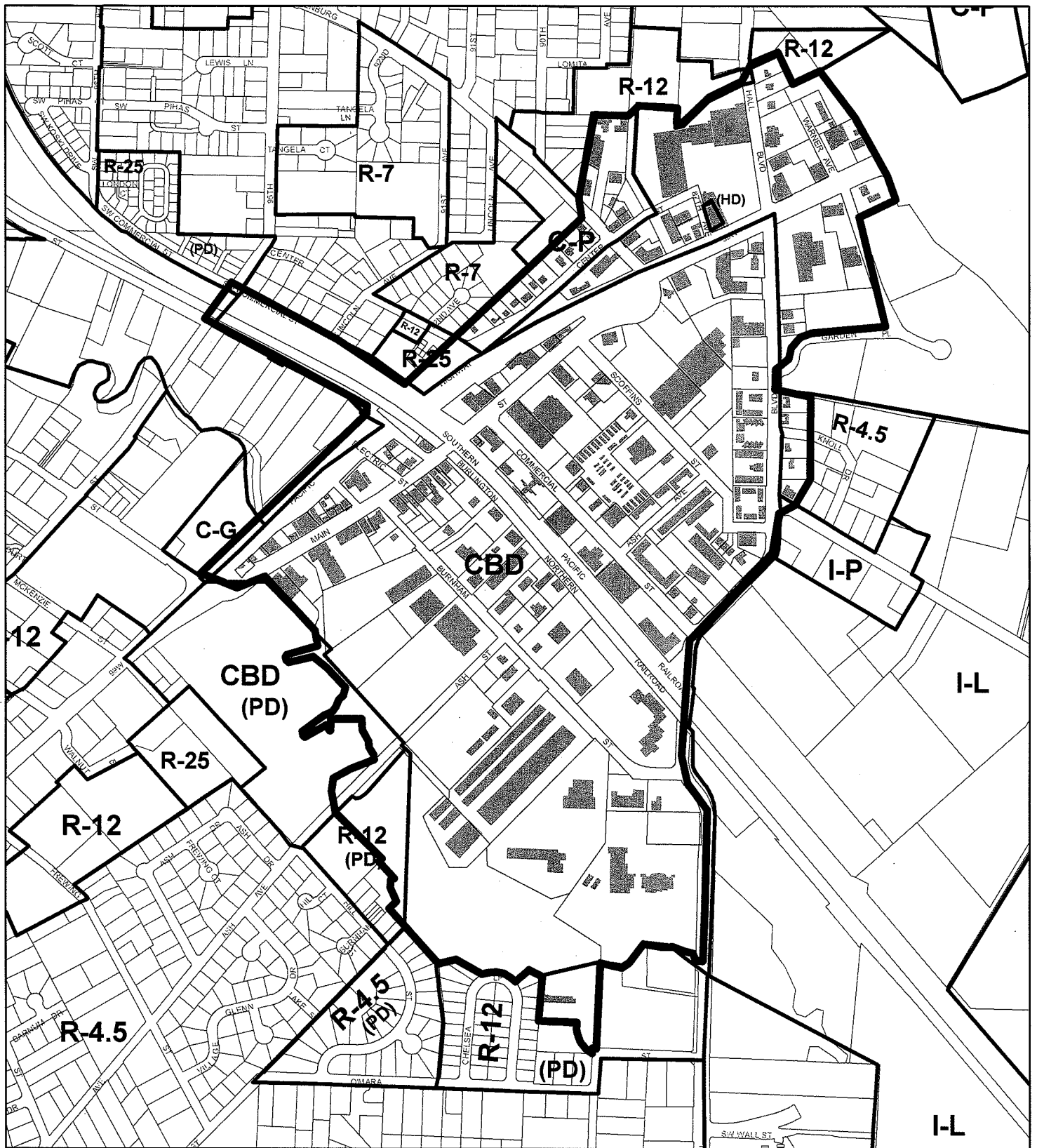
11.C.9 Encourage the formation of a Downtown Parking and Transportation Management Association.

11.C.10 Incorporate the Downtown's public investment / facility needs into the City's Public Facility Plan and implementing Community Investment Plan.

D. Other Action Measures

11.D.1 Develop and implement strategies to address concerns with homeless persons and vagrancy in the Downtown and Fanno Creek Park.

11.D.2 Provide public, including members of the development community, with regular informational updates on Urban Renewal progress and an accounting of funds spent by the City Center Development Agency.



Zoning Classifications **Urban Renewal District** **City of Tigard** **Oregon**



Urban Renewal Boundary
 Zoning Districts



Agenda Item #

6

Meeting Date

April 17, 2007

COUNCIL AGENDA ITEM SUMMARY

City Of Tigard, Oregon

Issue/Agenda Title Future MSTIP Proposal

Prepared By: A.P. Dueñas Dept Head Okay TC City Mgr Okay CR

ISSUE BEFORE THE COUNCIL

Should Council concur with the proposal from the WCCC (Washington County Coordinating Committee) members to dedicate future MSTIP (Major Streets Transportation Improvement Program) revenue to arterials and collectors of Countywide significance?

STAFF RECOMMENDATION

That Council provide direction to the Mayor (as the City's representative on the WCCC) so that the City's position on the proposal can be presented at the WCCC meeting on May 7, 2007.

KEY FACTS AND INFORMATION SUMMARY

At a workshop meeting of the WCCC (Washington County Coordinating Committee) on March 22, 2007, the elected officials representing Washington County and its cities agreed in principle to a proposal for a future MSTIP to focus on arterials and collectors of Countywide significance. This agreement is contingent upon review by City and County staff of the Countywide system to ensure that the County and city plans match. Because the County Transportation Plan was adopted after the City's Transportation System Plan, the County and City of Tigard arterials and collectors match. This is not true of all the cities in the County. This review also presents an opportunity to provide updated information on those collectors that should be arterials, on those arterials that should be downgraded to collectors, and on any other roads currently not on the Countywide system that should be included. The intent is to reach a consensus on what constitutes the Countywide system for future funding through an MSTIP measure.

The dedication of any future MSTIP to the Countywide System of arterials and collectors is also contingent upon review and concurrence by the various governing bodies of each jurisdiction. This agenda item is to allow for City Council discussion and direction so that Mayor Dirksen can present the City's position at the WCCC meeting on May 7, 2007. In addition, although the workshop participants were not able to discuss potential changes to the current Traffic Impact Fee, and the desirability of a Countywide gas tax increase, this agenda item presents an opportunity for discussion and direction on those two future WCCC discussion topics.

OTHER ALTERNATIVES CONSIDERED

None

COUNCIL GOALS AND TIGARD BEYOND TOMORROW VISION STATEMENT

Improvements to arterials and collectors of Countywide significance will improve circulation to and from those major roads and supports the Council goal of alleviating congestion within the City. In addition, those improvements meet the Tigard Beyond Tomorrow goal of "Improve Traffic Flow."

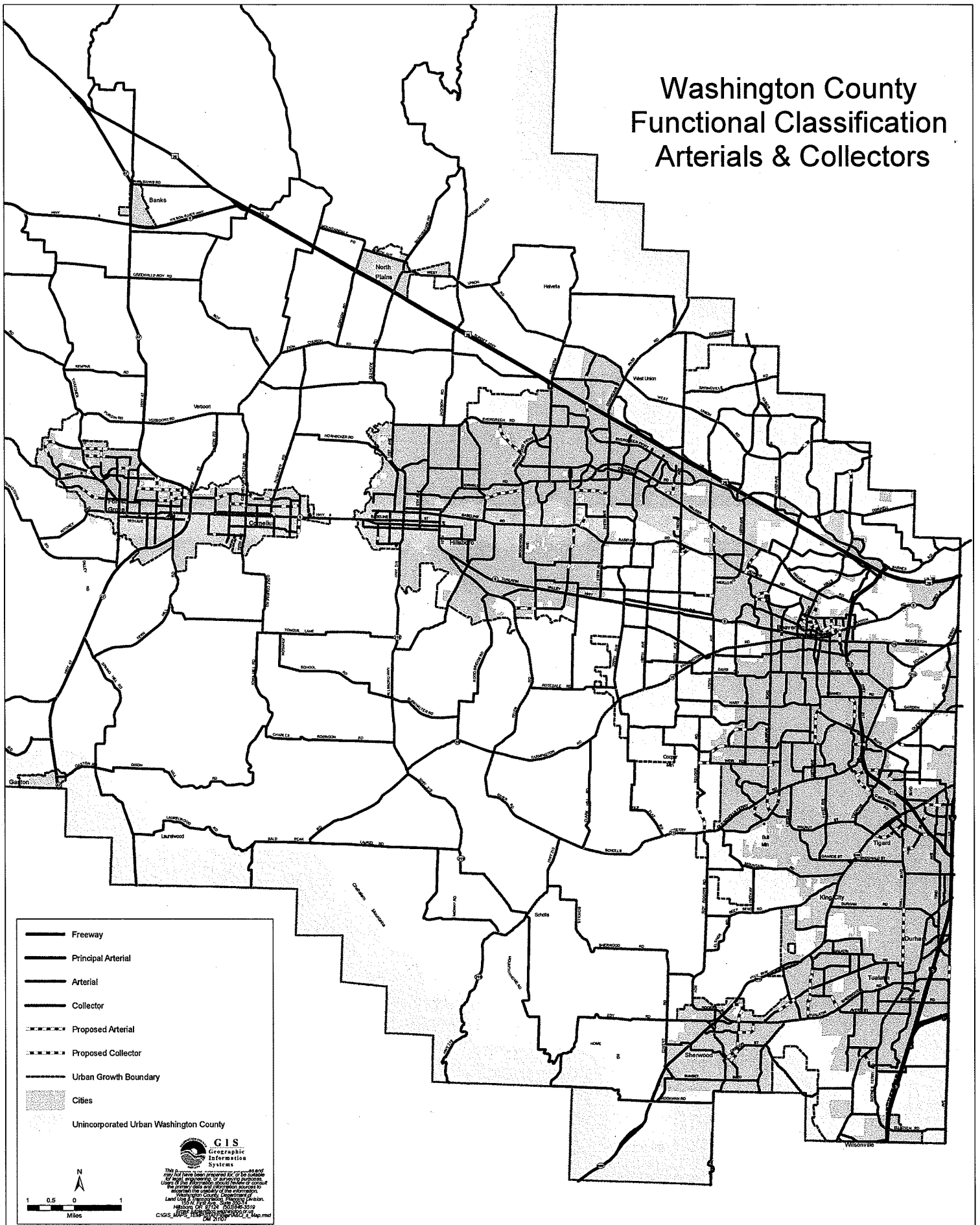
ATTACHMENT LIST

1. Map showing the Countywide System of arterials and collectors
2. Map showing the Countywide arterials only

FISCAL NOTES

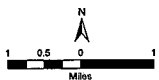
A future MSTIP measure using the historical MSTIP starting point of \$0.90 per \$1000 of total assessed value would provide approximately \$213 million, which is \$36 million per year for a 6-year program of improvements.

Washington County Functional Classification Arterials & Collectors



This product is for informational purposes and may not have been prepared for, or be suitable for, legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Washington County Department of
Land Use & Transportation, Planning Division
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Email: info@washington.or.us
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DM 216107



Agenda Item #
Meeting Date

2
April 17, 2007

COUNCIL AGENDA ITEM SUMMARY

City Of Tigard, Oregon

Issue/Agenda Title Realignment of 175th Avenue
Prepared By: A.P. Duenas Dept Head Okay TC City Mgr Okay CP

ISSUE BEFORE THE COUNCIL

Should Council take a position regarding the realignment of 175th Avenue, which is currently an authorized project in Washington County's MSTIP 3B.

STAFF RECOMMENDATION

That Council discuss the issue and provide direction on whether or not the City should take a position regarding the realignment of 175th Avenue.

KEY FACTS AND INFORMATION SUMMARY

Washington County is moving ahead with a project to realign 175th Avenue, which intersects Scholls Ferry Road just west of Roy Rogers Road, to form a 4-way signalized intersection with Roy Rogers Road. This is a funded project in the County's MSTIP 3B program. The land acquisition required to allow for this realignment is complicated by a Measure 37 claim on the property needed. Additional development is anticipated in that area.

Should the City support the proposed realignment, or support extension of 175th Avenue south to connect to an extension of Bull Mountain Road to the west of Roy Rogers Road? The discussion will center on which alignment would provide better traffic circulation over the long term in that area, and on whether or not the Council should take a position regarding the proposed realignment project.

OTHER ALTERNATIVES CONSIDERED

None

COUNCIL GOALS AND TIGARD BEYOND TOMORROW VISION STATEMENT

Roy Rogers Road serves as an alternate route to Highway 99W for those traveling to Beaverton or Hillsboro. That road is extremely congested during peak travel hours. The realignment of 175th Avenue could add more traffic to its intersection with Scholls Ferry Road and possibly discourage some motorists from using the bypass to Highway 99W. Improvement to the circulation in this area could help meet the Council goal of alleviating traffic congestion in the City and meets the Tigard Beyond Tomorrow goal of "Improve Traffic Flow."

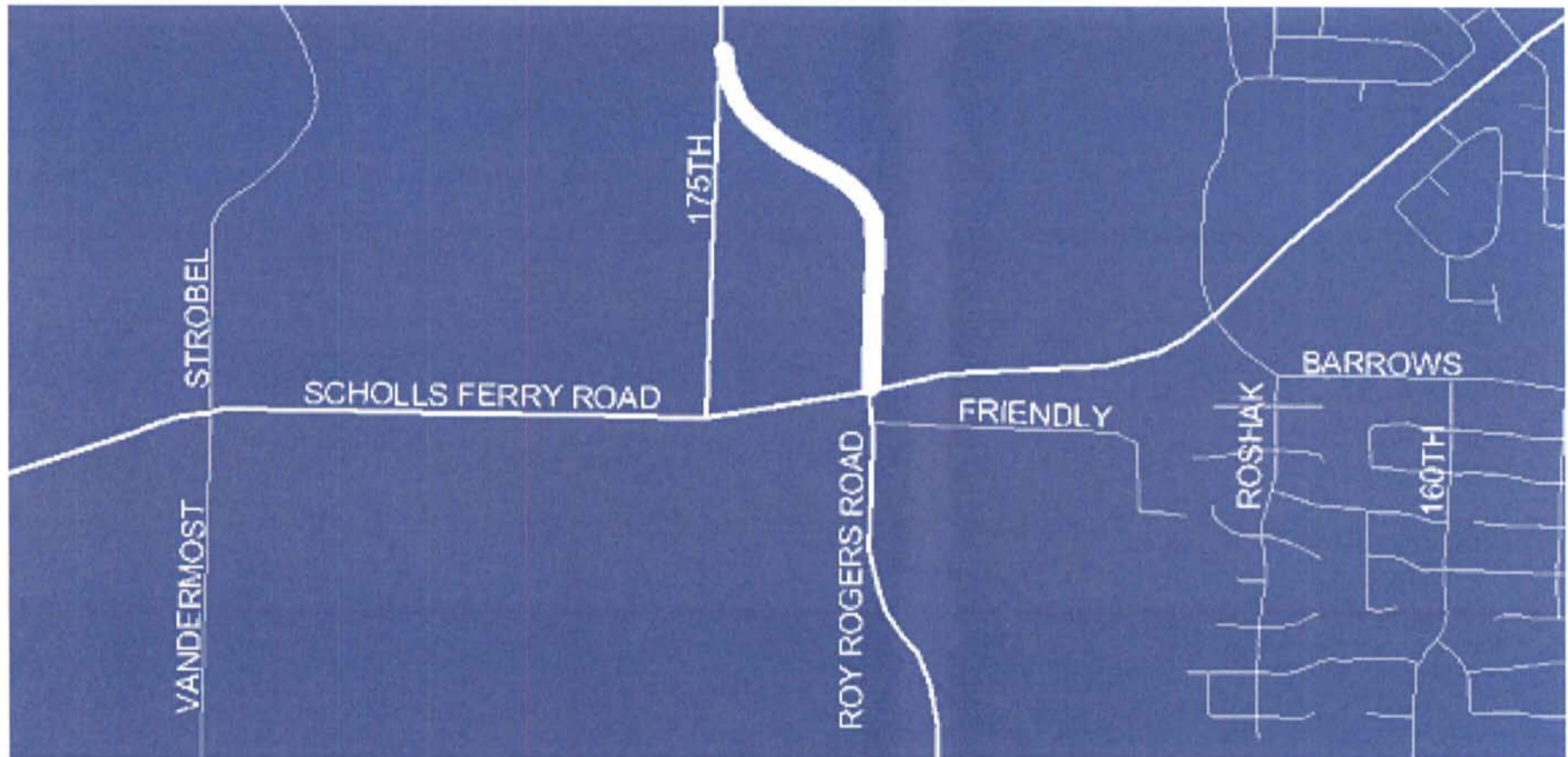
ATTACHMENT LIST

1. Concept drawing showing 175th Avenue realignment to create a 4-way intersection with Roy Rogers Road
2. Map showing Area 63 and 64 additions to the Urban Growth Boundary
3. Aerial showing the potential extension of 175th to Bull Mountain Road

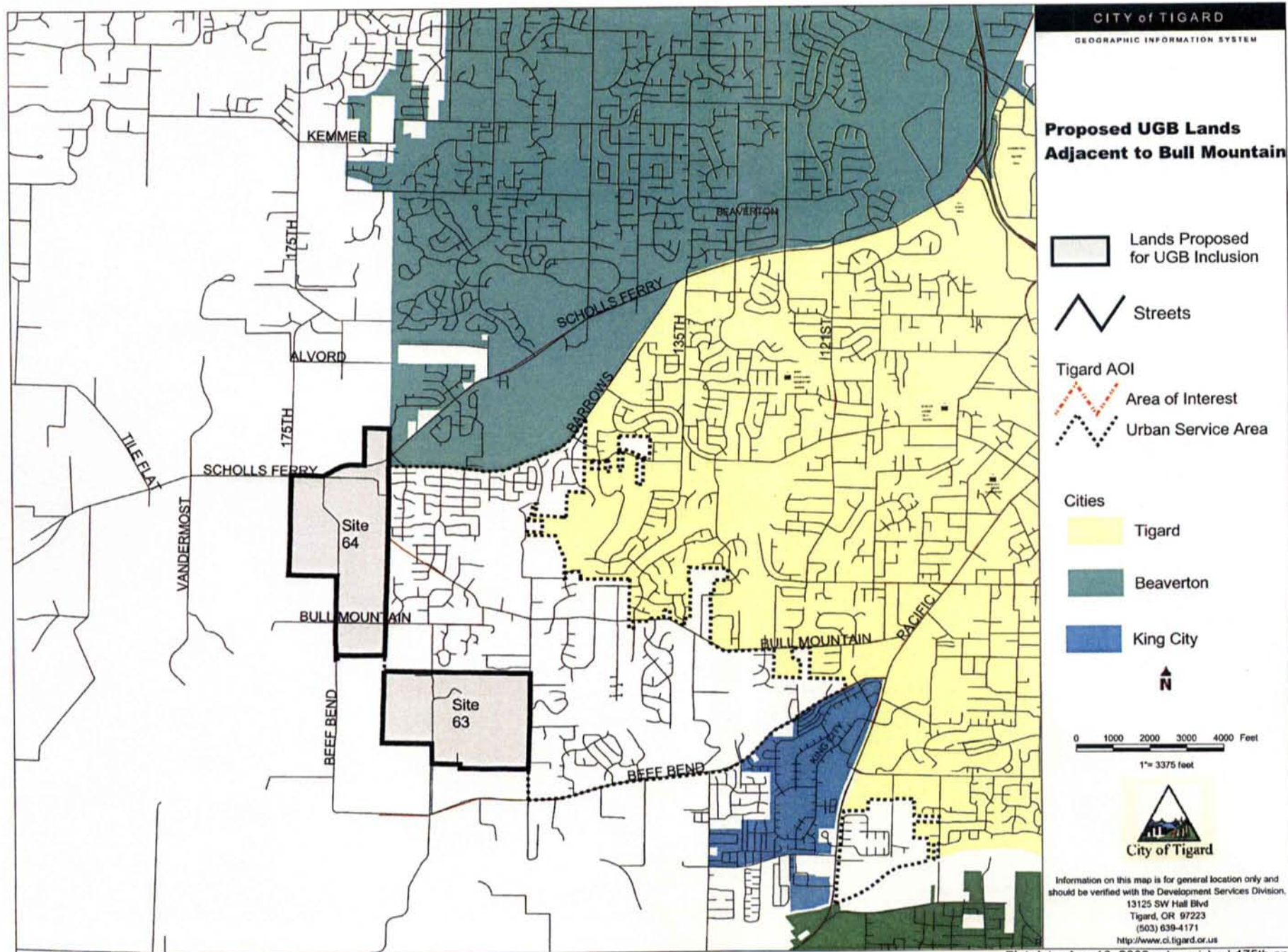
FISCAL NOTES

The 175th Avenue realignment project is funded in the amount of \$1.4 million under the County's MSTIP 3B program. There is no funding impact to the City as a result of this agenda item.

SW 175th Avenue at Scholls Ferry



Funded through MSTIP 3B - \$1,400,000



Realign
175th to
meet Roy
Rogers
Road, or
extend it
to connect
to Bull
Mountain
Road?

